

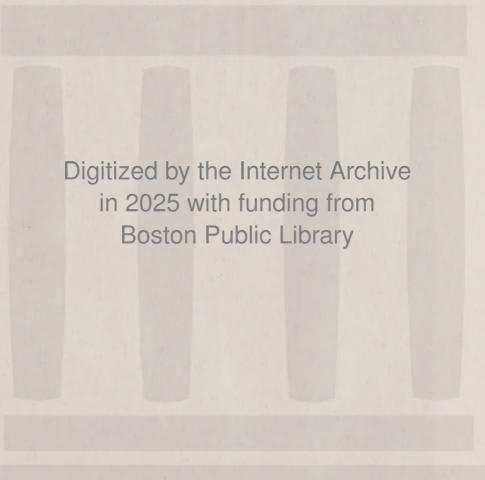
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# NEEDHAM1992





REPORT ANNUAL TOWN

#### RETIREMENTS

		Years of
Name	Department	Service
Marie Bechard	School Department	15
Juel Boyle	School Department	17
Dirci Bussell	School Department	16
Calvin Cook	Town Hall	12
Patricia Dewey	School Department	23
Anne Doherty	Glover Hospital	20
Lorraine Einis	Glover Hospital	10
George F. Howard	School Department	21
Maurice Marston	School Department	25
Ralph Quilty	Fire Department	-11
Richard Robinson	Public Works	33
Virginia Robinson	Town Hall	32
Donna Rosado	Fire Department	10
Rita Webber	Glover Hospital	17
Charles Woodman	Fire Department	22
IN MEMORIAM		
Robert Allan	Glover Hospital	14
Harold Bigelow	Public Works	15
Christina Broeker	Glover Hospital	7
Beatrice Carpenter	School Department	19
Alden Daniels	Library	21
Mildred Diomede	Glover Hospital	17
Frank Fiorentino	Glover Hospital	13
Arvida Greuling	Town Hall	17
Lincoln Grasso	Police Department	25
Warner Hartford	Town Hall	17
Charles Hendrex	Glover Hospital	10
Ronald Hougham	Public Works	33
John Kelly	Police Department	17
Margaret S. MacDonald	Glover Hospital	14
Norma MacLeod	Glover Hospital	6
Salvatore Marrazzo	School Department	18
Robert Newcomb	Fire Department	22
Agnes Palmer	School Department	22
Herbert Pearsall	Public Works	32
Helen Peschier	School Department	19
Thomas Rooney	Police Department	29
Mollie Rosen	Town Hall	10
Irving Ryder	Town Hall	4
Consuelo Schofield	Town Hall	38
Elizabeth Symonds	Public Works	17
Johannes Terveen	School Department	12
Ann Tirrell	School Department	. 22
Helen Young	School Department	22

A NEEDH TOWNELE ANNUAL Series 1

Appreciation is extended to Linda Muckerheide for the special feature, Needham Service Directory. Additionally, sincere thanks is extended to D Phelps and the Needham Times for their assistance with the photographs used throughout the report. The Committee thanks Town Clerk, Theodo K. Eaton, and her staff for their assistance with the compilation of lists in the Reference section.

Cover: Departments collaborate as firefighter Bill Byrnes and Policeman John Gallello pay homage at Memorial Day Ceremonies coordinated retiring Veterans' Services Director Terrence W. McGuire, Jr.

# Town of Needham 1992 Annual Report

# Our Town

ITUATION

About 10 miles southwest of Boston

Geodetic position of Town Hall:

atitude 42° 16′ 51.567" North

ongitude 71° 14′ 13.048" West

**POPULATION:** 

28,134 (1992 Annual Town Census)

AREA:

Approximately 12.75 square miles

LEVATION:

35 feet above sea level at

Rosemary Meadows, 180 feet at

Needham Square, 300 feet at Birds Hill.

**ASSESSED VALUATION:** 

52,891,033,466.

**Real Estate only** 

48,216,780. Personal Property

52,939,250,246.

Total

**TAX RATE:** 

or the period from July 1, 1991 - June 30, 1992

\$12.08 - Residential; \$13.70 - Commercial

**TOWN HALL** 

Built in 1902. Phone 455-7500.

**OFFICES OPEN:** 

3:30 a.m. - 5:00 p.m. Weekdays

**OFFICES OPEN EVENINGS:** 

Office of the Town Clerk, second and fourth Tuesday;

SENATORS IN CONGRESS:

dward M. Kennedy - 617-565-3170

ohn Kerry - 617-565-8519

REPRESENTATIVE IN CONGRESS:

ohn J. Moakley of Boston - 617-565-2920

**Ninth Congressional District)** 

TATE SENATOR:

Cheryl Jacques - 617-722-1555

Norfolk, Bristol and Middlesex)

REPRESENTATIVE IN GENERAL COURT:

Lida E. Harkins - 617-722-2230

11th Norfolk District (Precincts A, B, C, D, F, G, I, I)

(, ))

Marie-Louise Kehoe - 617-722-2692

13th Norfolk District (Precincts E and H)

QUALIFICATIONS FOR REGISTRATION AS

VOTERS: Must be 18 years of age, American born or

fully naturalized. Registration Monday through

Friday, 8:30 a.m. to 5 p.m., second and fourth Tuesday evening, at Town Clerk's office;

Special evening sessions of Registrars held

preceding elections.

**ABSENTEE VOTING:** 

All elections.

**DOG LICENSES:** 

All licenses expire December 31.

A dog should be licensed when 6 months old.

Fee: Neutered dogs, \$10.00;

Unneutered dogs, \$15.00

TAX BILLS:

Tax bills are paid quarterly. Payments are due on August 1, November 1, February 1, and May 1. If unpaid by due date, interest will

be added according to law from the date due

to the date payment is made.

Motor Vehicle Excise is due thirty days from

date of issuance.

Water Bills are issued quarterly and are due thirty

days from date of issuance.

**BOARD OF HEALTH:** 

Households shall report to the Board of Health all cases of communicable diseases, unless a

physician is in attendance.

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# This 1992 Annual Town Report is dedicated to the memory of Marcia and Bob Carleton

(Read into the Official Records of the Town at the Board of Selectmen's Meeting on October 27, 1992)

On Tuesday, October 20, 1992, at approximately 2:45 p.m. Robert and Marcia Carleton died in a plane crash butside of Middlebourne, West Virginia. Bob was 57 years old. Marcia was 56.

Marcia Carleton was raised in Shelby, Ohio, graduating from the University of Miami in Ohio and earning a master's degree in English from Framingham State University.

Bob Carleton was also raised in Shelby, Ohio, graduating from Purdue University and serving in the United States Navy as a Lieutenant.

The Carletons moved to Needham in 1965 raising three children: Margot of Needham; Karen of East Kingston, N.H.; and Robert Geoffrey, Jr. of Needham.

Each of us on this Board of Selectnen as well as the family, friends, and citizens of Needham are the true beneficiaries of these two fine persons and heir "unique" relationship.

We knew Bob Carleton was the "quieter" of the two, who was, perhaps, enigmatic to those who did not knownim well. He was wise, insightful, and reasoned. It was his constant support and encouragement that was absolutely necessary for Marcia to succeed in her public life as she did. He was her

"rock," her "foundation." Those of us who watched them together came to appreciate how complementary and interdependent was their relationship and respect for each other.

Bob would not interject his opinions, but when asked, we would all benefit from his sound and logical reasoning. Marcia constantly alked things out with Bob and they regularly discussed the events and meeting of that day, ate into the night.

Bob had been a Town Meeting Member since 1971. He and Marcia were particularly interested in the Needham's Government Review Committee, which studied the structure of our own government. This process went on for well over two years. While Marcia was a member of the Committee, Bob was the only non-Committee member to attend every session, for he was genuinely interested and concerned about the need for positive change and he held strong feelings on this subject.

There no vanity or ego in Bob's nature that could interfere with his genuine pleasure at Marcia's public success—for it was their joint success and you could see the pride he had in her.

Marcia was more than a colleague to this Board of Selectmen. She was our friend. As with her own family, she was, without question, he heart of this Board of Selectmen. She was exactly what she purported to be, a selfless, caring,



(Written by Matthew Muckerheide, Mitchell School . . . an assignment to write about his weekend)

Matt M. grade 2

Today is Monday. The date is Oct. 29, 1992. The weather is windy and cool.

I will tell you about my weekend. This weekend a close friend died in a plane crash on Tuesday at 2:30. Over the weekend we did nothing but cry. She was a close friend of everyone in the world. Everyone she touched was a friend. I loved her very much. I keep thinking I am dreaming, but it isn't a dream. I wish it was, but it isn't.

genuine person who reached out to all she encountered. She made us all feel special because she did care for each of us as individuals.

Her achievements transcended the geographical borders of Needham to encompass county and state organizations. During her years of public and community service she served as:

- Selectman for 14 years, having been elected to 5 consecutive terms (1979–present)
- President of the Massachusetts Selectmen's Association (1987)
- President of the Norfolk Selectmen's Association (1986)
- Needham's first Mini-Bus Coordinator
- Trustee of the Norfolk County Respiratory Hospital
- Town Meeting Member (1979– present)
- Member of the Town Government Review Study Committee
- Past Member of the Future School Needs Committee
- Member of the Parking Facilities Study Committee
- Member of the Republican Town Committee
- Past Member of the Norfolk County Advisory Committee
- Past Member and President of the League of Women Voters

People everywhere recognized not just her talent, but her ability to communicate and work with people. While she did not always agree with the decisions of this Board, she respected the opinions of others and was without malice towards others with different opinions that were honestly arrived at.

Over the past week the Selectmen have received messages of condolence from throughout the state as well as from our own residents. It was perhaps, best expressed in a letter the Selectmen received from Senior Town Meeting Member James Hugh Powers:

"Marcia will linger in the memory of all of us who served with her in town office as a lady of great common sense, much compassion, a happy heart and a joyous laugh. Bob we shall remember for his solid decency. They left us before we could say thanks. We shall have to rely on the intercession of heaven to pass on our message of gratitude—while we count our blessings that these two lived among us in our time."

While this Board gathers here in sorrow, let us also rejoice and celebrate their lives and their friendship.

## Board of Selectmen Town Administrator Personel





Sally B. Davis., Chairman; Marcia M.
Carleton, John D. Marr, Jr., David F.
Eldridge, Jr., H. Phillip Garrity, Jr., Carl
F. Valente, Town Administrator; Kathleen
Phipps Fitzpatrick, Personnel Director

#### Purpose

The Board of Selectmen is one part of the Executive branch of government for the Town. In this capacity, the Board serves as the Police Commissioners, Fire Commissioners, Board of Public Works, and Licensing Authority. The Board of Selectmen normally meets the second and fourth Tuesday of the month except in July and August when meetings are held on the third Tuesday of the month. All meetings are open to the public and begin at 6:45 p.m.

In its capacity as the Town's executive authority, the Board of Selectmen, with its Town Administrator and Personnel Director, engages in a variety of activities in order to fulfill its legal obligations to the community.

The Town Administrator is responsible for the day to day operation and oversight of those departments under the jurisdiction of the Board of Selectmen. In addition, the Town Administrator currently fills the position of Finance Director, and is responsible for the overall financial management of the Town.

The Personnel Department provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as to retirees and the public. In addition, the Personnel Department, in conjunction with the Town Administrator, is responsible for negotiations with, and contract administration for, the Town's general government bargaining units.

The Selectmen, Town Administrator and Personnel Director, as the policy making/management core of the Town government, are responsible for:

- Implementing and administering the decisions of Town Meeting (the Town's Legislative branch of government).
- Establishing policies and procedures for the coordination of Town government operations;
- Representing the interests of Town residents in a variety of forums including: business dealings, legal affairs, and inter-governmental cooperation with other municipal, county, state, and federal agencies;
- Proposing to Town Meeting operating budgets for those departments under their control:
- Proposing to Town Meeting a five-year capital improvement plan and funding proposal;
- Making appointments to those Town Boards and Commissions under its control;
- Convening the Annual Town Meeting and any Special Town Meetings that may be required and preparing the Warrants (listing of Articles) for Town Meeting consideration;
- · Operating and maintaining Town Hall; and
- Administering the Town's personnel policies and negotiating collective bargaining contracts with six bargaining units.

#### **Budgetary Data:**

No. of Employees		Expenses for F	FY92
Selectmen	5	Salaries	\$271,590
Town		Purchase	
Administrator	1	of Ser.	\$117,290
Personnel Director	1	Expenses	45,553
Admin. Support	4	Capital Outlay	
Custodial	2.5	Total	\$438,433

#### **FY92 Highlights:**

Selectmen: In May 1992, H. Phillip Garrity, Jr., was re-elected to serve a three-year term. At this time Sally B. Davis was voted Chairman; Marcia M. Carleton Vice Chairman, and David F. Eldridge, Jr. Clerk of the Board.

Financial: Perhaps the most significant change in the Town's finances was the result of special pension funding legislation filed by the Board of Selectmen and approved by the Legislature and Governor. This legislation allowed Needham to finance its pension system in equal increments. Because the Town had aggressively funded its pension system in the past, the Town was able to reduce its pension costs by \$400,000 in FY92 and \$700,000 in FY93.

A landfill user fee was established by the Board of Selectmen in fiscal year 1992. The fee, \$25 per household, (\$15 for senior citizens) generated \$175,000, or approximately 20 percent of the cost of operating the landfill. Commercial users paid \$223,000 for the use of the landfill. Remaining operating costs were funded through general tax revenues.

Capital Planning: In January 1992, the Board of Selectmen and Town Administrator proposed a \$2,100,000 five-year Capital Improvement Plan (CIP) to the Finance Committee and Town Meeting. The CIP is the Town's first attempt to focus on long-range financial planning with a goal of providing for the upkeep of Town facilities and equipment. This CIP included the replacement of Fire Department apparatus, repairs to the Town Hall and the Public Works building, initial engineering for the

closing of the landfill, and numerous water and sewer projects. The first year of the capital plan was approved in its entirety by Town Meeting.

Personnel Administration: There were a number of accomplishments during the year including: a classification review of the non-management, non-clerical positions; coordination with other municipalities to provide low-cost training for Town employees; negotiations and contract settlement with Town unions; and development and distribution of Personnel Policies.

#### **Outlook for FY93**

The major issues facing the Board of Selectmen include:

- The continuing financial problems facing the Town in light of reduced State aid, and projected increases in fixed costs, MBTA assessments, and general Town and school operations. The Town's ability to provide for the health, safety and educational needs of residents will be a key issue, especially in light of difficult, though stabilizing economic conditions;
- Working with the MBTA on the scheduling of weekend train service to Needham;
- Expansion of the recycling program at the Needham landfill and a review of new proposals regarding multi-town recycling efforts;
- Efforts to streamline the business permitting process which currently involves many different departments including the Building Inspector, Planning Board, Design Review Board, Board of Appeals, and Conservation Commission;
- Development of a plan to better coordinat the Town's emergency management activities;
- Review of the Town's Police and Fir dispatching procedures in preparation fo the implementation of Enhanced 91 service:
- Review of the classification of Public Work labor positions;
- Negotiation and administration of collective bargaining agreements;
- 9. Revision of the Employee Handbook; an
- 10. Automation of benefits and personne information.

#### Acknowledgments

The Board of Selectmen wishes to thank the many citizens, volunteers, committee member employees and others whose invaluable contribution of time, energy and talents makes possible for Needham to maintain a well-man aged, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who serve the Town.

For questions regarding town services, to make a suggestion or complaint, or to volunteer on a board or committee, call the Selectmen's Office at 455-7512.

# **Fown Clerk**



Theodora K. Eaton Town Clerk

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel epresent the various boards, departments and ommittees within the government to which the Cown Clerk relates in a direct way. The rim of he wheel represents the many segments of State and County Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters nd 400 sections of the Massachusetts General aws as well as local Town By-Laws. Those ertaining to Elections and Town Meeting are he most complex with amendments to the State tatutes being made each year. The Town Clerk s the official record keeper for the town includng all official business conducted at Town Meetings and elections, both of which are re-orded in the Annual Town Clerk's Records. Planning Board and Board of Appeals deciions, vital statistics, business certificates, federal and state tax liens, Uniform Commercial Code filings, Fish & Game Licenses, gasoline icenses, dog licenses — to name a few -- are all ecorded in the Town Clerk's Office.

During Fiscal Year 1992, the following elec-

ons and I own Meetings	were neid:	
Special Town Meeting	October 28, 1	991
Presidential Primary	March 10, 1	992
Annual Town Election	April 13, 1	992
Annual Town Meeting	May 4, 1	992
Special Town Meeting	May 4, 1	992

The Special Town Meeting in October disposed of 11 articles in one session. The Annual Town Meeting in May disposed of 60 articles in ive sessions, and the Special Town Meeting vithin the Annual Town Meeting disposed of 6 articles.

**Budgetary Data** 

dugctary Data		
Personal Services	\$73,097.	
Expenses	3,953.	No. of
Out of State Travel	55.	Employees
Capital Outlay	0.	Full Time 3
	\$77,050.	Part Time 0

The office conducted two elections this year—he Presidential Primary and the Annual Town Election. The Presidential Primary consisted of hree party ballots—Democrat, Republican, and he new Independent Voters Party created after he November, 1990 State Election in which allot question No. 4 passed changing the requirements for creating political parties. In orler to avoid confusion, the "Independent" voters were changed to "No party designation or

Unenrolled" which, of course, confused everyone! The Elections Division of the Secretary of State's Office informs us that the Independent Voters Party will only continue to be a political party if it obtains 3 percent of the vote for statewide offices in the November 3, 1992 State Election.

The Annual Town Election contained the following Non-Binding Public Opinion Advisory Ballot Question: "Shall our Representative, John Joseph Moakley, and our Senators, Edward Kennedy and John F. Kerry, be instructed to take all suitable measures:

- 1. To enact reductions in military expenditures of at least fifty percent (50%) by the 1996 budget year;
- Provide assistance to communities and employers to convert from military to peacetime production; and
- 3. Reallocate funds from military uses to meet domestic needs such as health care, education and environmental protection and to reduce the federal budget?"

The ballot question passed overwhelmingly with 2,583 votes in the affirmative, 838 in the negative, and 498 blanks.

The following statistics were compiled during Fiscal Year 1992:

#### VITAL STATISTICS

#### Births to Residents:

7/1/91 - 12/31/91	194
1/1/92 - 6/30/92	111
Total Needham Births	305

Deaths:	Residents	Non- Residents
7/1/91 - 12/31/91	136	34
1/1/92 - 6/30/92	120	42
	256	76
Total Deaths Rec	orded: 332	
2.6		

#### Marriages:

110
<u>85</u>
195

# Fish and Game Licenses Issued: 7/1/91 - 6/30/92

7/1/71 - 0/30/72	
Class F1 - Resident Citizen Fishing	315
Class F2 - Resident Citizen Minor Fishing	10
Class F3 - Resident Citizen Fishing	
(Age 65 - 69)	19
Class F4 - Resident Citizen Fishing	
Paraplegic, Blind, Mentally	
Retarded and over 70	26
Class F5 - Resident Alien Fishing	2
Class F6 - Non-Res. Citizen/Alien Fishing	3
Class F7 - Non-Res. Citizen/Alien 7-Day	
Fishing	4
Class DS - Duplicate Sporting	3
Class DH- Duplicate Hunting	1
Class H1 - Resident Citizen Hunting	91
Class H2 - Resident Citizen Hunting	
(Age 65-69)	3
Class H3 - Resident Citizen Hunting,	
Paraplegic	1
Class H4 - Resident Alien Hunting	4
Class S1 - Resident Citizen Sporting	106
Class S2 - Resident Citizen Sporting	
(Age 65-69)	7
Class S3 - Resident Citizen Sporting Over	
(Includes Trapping)	38

Class T1- Resident citizen Trapping	2
Class M1 - Archery/Primitive Firearms	
Stamps	50
Class M2 - Massachusetts Waterfowl	
Stamps	46
Class W1 - Wildland Conservation Stamp -	
Resident (Inaugurated 1/1/91) 5:	50
Class W2 - Wildland Conservation Stamp -	
Non-Res. (Inaugurated 1/1/91)	9
TOTAL: 12	90
Paid to Division of Fish & Game	

for License	S:	\$10,647.75
Paid to Town	Treasurer in Fees:	299.50
	* * = /4 /04 C/20/4	

#### Dog Licenses Issued: 7/1/91 - 6/30/92

Male and Female Dogs @ \$15.	415
Spayed and Neutered Dogs @ \$10.	1402
Transfers @ \$.50	7
Kennels @ \$25.	17
Kennels @ \$50.	10
Kennels @ \$100.	2
Seeing Eye Dogs - No Charge	0
Hearing Dogs - No Charge	0
License Fees Collected for 1991 @ \$15.00	1
License Fees Collected for 1991 @ \$10.00	2
TOTAL	1856

#### Paid to Town Treasurer for FY1992

Dog License Fees:	\$21,408.50
Other License Fees:	24,784.00
Miscellaneous Fees:	38,159.53
<b>Total Receipts for FY1992:</b>	\$95,299.28

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

#### FY1993 Forecast

Fiscal Year 1993 is shaping up to be a busy year in the Town Clerk's Office. A Special Town Meeting is scheduled for November 16, 1992 after the State Primary scheduled for September 15, 1992 and the State Election on November 3, 1992. The State Election will contain one override ballot question to fund the renovations of the Pollard Middle School. With the passage of Question #1 Abolishing the State Census on the November 6, 1990 State election ballot, all cities and towns in the Commonwealth with populations in excess of 6,000 must redistrict the precincts to comply with the 1990 Federal Census. The Town Clerk, designated by the Board of Selectmen as the Municipal Census Supervisor, has submitted and received approval from the Local Election Districts Review Commission on the redistricting package for the Town of Needham. Upon Board of Selectmen approval, the redistricting process will be completed in the Winter of 1992/93 with notification to all registered voters who have been moved to another precinct. In addition, all Town Meeting Members must run for election on Monday, April 12, 1993 due to the redistricting. Any current Town Meeting Member whose old precinct is part of the new precinct will be a candidate for re-election. There will be no term of office listed on the ballot. Those candidates with the top one-third votes will receive the three-year term, those with the second one-third votes will receive the two-year term, and those with the last one-third votes will receive the one-year term.



John W. Day, Chairman; Barbara Doyle, Mary J. McCarthy, Theodora K. Eaton

#### Purpose:

The Board of Registrars in a town is the counterpart of the Election Commission in a city and the Elections Division of the Secretary of State's Office at the state level. The Board of Registrars is composed of four members, not more than two of whom may be members of the same political party.

The Town Clerk, by virtue of the office, is one of the four members of the Board and is responsible for executing the functions of the Board of Registrars including the conduct of elections and recounts, voter registration, compilation of the Annual Listing of Residents (Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording Town Meeting attendance.

Budgetary Data Personal Services \$45,365.

17.985. Full Time 1

Canvassers & Tellers 11,850. Part Time 4
Capital Outlay 0.
\$75,200.

Roard

of

Registrars

#### **FY92 Highlights**

Voter turnout for the two elections during Fiscal Year 1992 was as follows:

March 10, 1992 Presidential
Primary 8,568 (47.79%)
April 13, 1992 Annual Town
Election 3,919 (21.72%)

The Annual Listing of Residents was conducted by mail again this year. 83% of the residents responded within the first month. Census follow-up was conducted via telephone and police visitation. In accordance with Massachusetts General Laws a list of dog owners was also compiled.

Upon completion of the local listing, drop notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those who proved residence were

reinstated. As a result of the notices mailed, names of voters who had moved out of Needham were removed from the Voting List. Names were also removed because of death, failure to comply with the notice, and other changes in voting status. Upon completion of the revision, the total number of registered voters was 18,094, as follows:

		Indep.			
Demo-	Repub-	Voters	Liber-	Un-	
crat	lican	Party	tarian	enrolled	Total
578	264	8	1	842	1,693
549	317	3	-	953	1,822
582	395	2	-	788	1,767
632	446	1	-	791	1,870
479	405	0	0	831	1,715
681	559	2	-	807	2,049
579	363	2	-	841	1,785
593	356	3	-	828	1,780
604	368	3	-	754	1,729
580	369	2	-	933	1,884
5,857	3,842	26	1	8,368	18,094
	578 549 582 632 479 681 579 593 604 580	crat lican 578 264 549 317 582 395 632 446 479 405 681 559 579 363 593 356 604 368 580 369	Demo-crat         Repubcrat         Voters           578         264         8           549         317         3           582         395         2           632         446         1           479         405         0           681         559         2           579         363         2           593         356         3           604         368         3           580         369         2	Demo-crat         Republican         Voters         Liber-tarian           578         264         8         1           549         317         3         -           582         395         2         -           632         446         1         -           479         405         0         0           681         559         2         -           579         363         2         -           593         356         3         -           604         368         3         -           580         369         2         -	Democrat         Repubcrat         Voters         Liber-land         Un-land           578         264         8         1         842           549         317         3         -         953           582         395         2         -         788           632         446         1         -         791           479         405         0         0         831           681         559         2         -         807           579         363         2         -         847           593         356         3         -         828           604         368         3         -         754           580         369         2         -         933

#### **FY93 Forecast:**

State Primary - September 15, 1992
State Election
(Presidential) - November 3, 1992
Special Town Meeting - November 16, 1992
Annual Town Census - January 1, 1993
Annual Town Election - April 12, 1993

Annual Town Meeting - May 3, 1993

# **Personnel Board**







Gary Uhl, Chairman; John McKeon, Charles, W. Wyckoff, Donald Russell, Camilla Hertz

#### Purpose:

Expenses

The Personnel Board is a five member committee of individuals appointed by the Town Moderator. The major responsibilities of the Board are to issue personnel policies, rules and regulations, and establish and maintain the Town's personnel system, such as classification plan, compensation plan, policies and procedures for recruitment, selection, promotion, transfer, and discipline except as modified by any collective bargaining agreement. In addition, the Personnel Board is responsible for monitoring the collecgtive bargaining process and the adjudication of employee grievances.

**Budgetary Data** 

Salaries: \$1,046 No. of Employees: 1 (PT)

FY '92 Highlights

The Personnel Board advised the Board of

Selectmen with respect to collective bargaining; reviewed 37, and reclassified 9 non-management, non-clerical positions; updated the consolidated Personnel By-Law for clarity and timeliness; and approved several new Personnel Policies to ensure compliance with the law and a productive and fair work environment.

#### FY'93 Highlights

The Personnel Board anticipates a greater involvement in resolving employee disputes or grievances as well as monitoring and providing advice to the Board of Selectmen in matters of collective bargaining. In addition, the Board will continue to review and approve personnel policies, and review and recommend changes to the classification and compensation structure.



The Math Department benefits from volunted who help in the schools

# Legal Department



David S. Tobin Town Counsel

#### rpose:

The Legal Department of the Town of Needm provides legal advice to the Town Departents, attends all sessions of Town Meetings, I Selectmen's Meetings and meets with other bards when requested. The Legal Department afts and approves all contracts when requested, presents the Town in the Courts and before iministrative agencies and assists in the draftg of legislation, by-laws and regulations.

#### udgetary Data

		140. 01	
		Employees	
laries	\$ 43,206.00	Full Time	0
penses	\$ 5,000.00	Part Time	1
pecial Fees	\$126,794.00		

#### Y '92 Highlights

During fiscal year 1992, commencing July 1, 1991 and ending June 30, 1992, Town Counsel egotiated, drafted, approved, interpreted, and/assisted in resolving conflicts with respect to imerous contracts for the Board of Selectmen, lover Memorial Hospital, School Department, epartment of Public Works, Finance Depart-

ment, Park and Recreation commission, Planning Board, Board of Health, Police Department, Board of Assessors, Conservation Commission, Sewer Department and Water Department. Among the contracts Town Counsel worked on were agreements for the purchase and sale of lands, the sub-lease of the Newman School building, leasing of the High Rock School, architectural, engineering and construction services, health plan services, transportation for school children, school roofs, new boilers, asbestos and underground storage tank removal at several schools, the lease purchase of hospital equipment, food service for the Hospital, management services for the Hospital, a new computer system at the Hospital, renovations to the Hospital, medical services by physicians at the Hospital, contracts with the Massachusetts Water Resources Authority, a rabies clinic and traveling meals program sponsored by the Board of Health, removal of hazardous materials, transportation of recycling material and solid wastes, and the purchase of a new computer equipment for the Town.

In court and before various administrative agencies, the Legal Department represented the Town, its boards and/or officers and employees in cases involving zoning appeals and zoning enforcement, enforcement of a right-of-way easement to conservation land, workmen's compensation, retirement, tort claims, contracts, tax abatement cases and alleged civil rights violations.

Among other work, the Legal Department consulted with the Board of Selectmen, Board of Appeals, Planning Board, Board of Health and Building Inspector regarding actions and decisions on various real estate developments in Needham and other sewer permitting, zoning, planning and building matters. A few of the real

estate developments involved were Marant Drive, VNA Hospice, the old Gorse Mill, the Exxon Station on Highland Ave., Saddlebrook Drive and Willdale Estates.

The Legal Department assisted the Conservation Commission and approved several bonds for the restoration of resource areas in conjunction with the MWRA's Wellesley Sewer Extension Replacement project. It also assisted the Conservation Commission on the acquisition of land for conservation purposes, and enforcement of the wetlands act.

The Legal Department assisted the Board of Health in the drafting of non-smoking regulations.

The Legal Department engaged special counsel to assist in collective bargaining and represented the Town in labor disputes.

The Legal Department, through its workers' compensation attorney, represented the Town as a self-insurer before the Industrial Accident Roard

Town counsel sat as a member of a panel to review and approve payments for medical expenses incurred by former public safety employees who retired because of job related accidental disability.

Town Counsel prepared an annual report for Arthur Anderson and Co., the Town's auditors, evaluating all pending claims and litigation. Finally, Town Counsel assisted in the preparation of the Warrant Articles and Motions for the November 1991 Special Town Meeting, the May 1992 Special Town Meeting and the 1992 Annual Town Meeting.

Litigation over land use is still a substantial portion of the time spent in Court, and will continue to be in the immediate future.

# Moderator



Richard P. Melick, Moderator

Needham continues to receive the benefit of scitizens serving in unpaid senior positions, oth elective and appointed. These volunteers, ach with wide experience and expertise, connue to be our greatest asset.

Last year I voiced concern of both spending and also increases in borrowing, as they will flect upon our economic abilities in 1995 to and our operating budget. The past year's rents are such that my concern continues, espite what is otherwise said.

It has been stated that because we continue to ave fewer and fewer dollars within our discreon for appropriation (apart from contracted for usts and other committed funds) then our resonsibilities are less. I suggest that the contrary true. With fewer funds available for discreonary appropriation, then our responsibilities regreater to achieve appropriations which best true our citizens.



The Fair-Housing Committee, appointed by the Board of Selectmen, holds a fair to promote inter-cultural appreciation

# **School Department**





EACTS AND FIGURES













Carolyn D. Murray, Chairman; Karl H. Clauset, Jennifer Peck Fainberg, Claire Kroll Fusaro, Margaret G. Murphy, Susan R. Posner, Gerald A. Wasserman, Frederick J. Tirrell, Superintendent of Schools

FACTS AND FIGUR	ES	
Population Total:		3,706
Elementary:	1,892	
Middle	852	
High	962	
Staff		
Teachers:		210
Specialists:		70
Administrators:		16
PER PUPIL COST: \$5,920		
Students		
SAT Scores - Class of 1992		
Verbal:	467	
Math:	527	
% Taking:	90%	
Post-Graduate Status:		
Four year college:		79.1
Two-year college:		6.8
Non-college education:		2.8
One year work, then college:		3.6
TOTAL:		92.3
Budget		
Instruction:	\$14,3	303,282
Plant Operations:	2,2	225,820
Other:	2,0	054,574
Administration:	4	594,324
Capital Outlay:		0
TOTAL:	\$19,	178,000

#### **BROADMEADOW SCHOOL**

The Broadmeadow School, with a student population of 325, is sited on twelve acres in the southeast corner of Needham. There are two classes of each grade (3-5) and three sessions of Kindergarten, Grades One and Two.

A rich language arts curriculum offers all students broad and varied experiences. The literature based Silver, Burdett and Ginn reading series has added depth and integration of several curricular areas.

There are many opportunities for creative written expression, from personal journals to bound, "published" works. The addition of a portable Writing Center has greatly enhanced all forms of written expression. The Mathematics curriculum focuses on problem-solving and skill development. The incorporation of strategies from "Math: A Way of Thinking" (Grades 3-5) and "Math: Their Way" (K-Grade 2) with the increasing use of manipulative materials, has enriched the math program. A compilation of children's writing, "The Broadmeadow Breeze," is published in five volumes during the year.

During the year, the systemwide, school and curricular goals were advanced through many initiatives. Among the schoolwide programs undertaken this year at Broadmeadow were:

- establishment of "Math Manipulatives Lending Center," staffed by parent volunteers
- expansion of mobile "Writing Center" with additional computer capability and volunteers
- schoolwide participation in Project Bread "Spoon-A-Thon" to raise funds for the homeless
- increased cross-graded projects in writing, physical education and the arts.
- Students in the primary grades (K-Grade 2) were involved in many exciting educational programs. Of note during the year were:
  - "Holidays Around The World"
  - "Careers in the Classroom"
  - "Native American Day"
  - "Author Study"
- The students in the intermediate grades (Grades 3–5) participated in an increasing number of integrated curriculum programs. Highlights of the year include:
  - "Early American Day"
  - "Space Shuttle Missions"
  - "Estimation and Measurement Day"
  - "The Revolt of the Foolish Molar"—drama
  - "'White Books' student publishing"

In conjunction with program initiatives were many exciting staff development offerings.

- The faculty participated in three days of "Process Writing" workshops with consultant, Mary Ellen Giacobbe. Classroom model demonstration lessons and teacher discussion groups were the cornerstones of this project. Many teachers also were involved with the "Social Competency Program" at Wellesley College's Stone Center.
- Faculty members attended Dr. John Grassi's "Integrated Curriculum/Accelerated Learning" workshop and gave a presentation to colleagues.
- Individuals and groups of teachers continued to participate in workshops on integration of math manipulatives into the curriculum.
- William Kriedler, from Educators For Social Responsibility, hosted an important workshop in "Cooperative (Peace) Games/ Conflict Resolution."
- Parent volunteers are a vital part of the school community. In addition to classroom assistance, parents are central to the success of the media, computer and math manipulatives program. Successful P.T.C. fund-raising efforts have supported many excellent programs.

Among those enrichment activities are:

- · "Disabilities Awareness"
- "Book Fair"
- "Creative Arts"

#### JOHN ELIOT SCHOOL

- Curriculum integration was enhanced by many special programs: Science Cente presentations, exhibits and field trips, staf development workshops featuring Dr. John Grassi, Fritz Bell, and Roberta Pasternack musicals which were based upon environ mental and multicultural themes, math materials which were both manipulative and literary. We moved our bodies to deepen ou understanding of concepts and skills; muscle memory helped us to understand and retain the information.
- The Arts were fully developed as we wrot songs, published poetry and artwork, sang played instruments, danced, wrote an illustrated books, painted, sculpted, sewed pasted, performed, and participated! We wer cited as one of the eight exemplary school in the country in a report published by th National Endowment for the Arts.
- As a grand finale, the fifth graders presente Assignment: Earth, a rousing musica stressing recycling, protecting the ozon layer, saving water, and reducing waste. I coincided with the Earth Summit and was superb performance.
- Community involvement was evidence throughout the year. Highlights were ou Family Fun Night, Saturday Art-In, Plantin Day, METCO-NEEDHAM Overnight Family Picnic, Claxton Field Environments Concert with Barbara Herson, Ham Radi Day with Dave Crocker, Memorial Da Concert featuring the Needham Retire Men's Glee Club, Bicycle Safety Program with Kevin Bolio and Lida Harkins, assembl with Jim Boyd from Channel 5, and our firs annual Grandparents/Grand Friends Days Parent volunteers visited at all grade level to share their expertise and talents with us
- The Disability Awareness Program coordinated by parent volunteer, Nanc Liebert, brought children face to face wit blindness, hearing impairment, people wit physical and mental handicaps. Childre learned how to relate to and understand others as they talked with our special visitors
- The P.T.C. enriched our school with their constant support and encouragement. Field trips guest speakers, creative arts programs, weekend, after school and evening events abounded.

- The Media/Technology Program has made an impact at all grade levels. Thanks to our twenty-five volunteers, coordinated by Louise Swanson and Yael Cohn, students have collectively read more than 15,000 books. Children are using a variety of computer programs within their classrooms.
- Social Competency as a formal program was added to the curriculum, thanks to a grant from Roche Brothers Supermarkets. Children learned how to cope with problems, be active listeners, and how to reach out to others.

It was a year of challenge and growth for all fus.

#### HIGH ROCK SCHOOL

This past year, there were 315 children in kindergarten through Grade Five. Our organiation changed from our usual two classes per rade level. Expanding enrollment necessitated are addition of one kindergarten session and a hird grade three.

Our focus on curriculum is increasingly deelopmental. The whole language approach is accouraged in language arts, and manipulatives re used in math. Hands-on materials are preominant in science. Subjects are integrated, so nat language arts, social studies, science, and nath may be found in one lesson.

- Grouping is flexible and depends on children's needs. Accelerated (integrated) learning is becoming increasingly important. Several High Rock teachers and the principal participated in a three-day Craigville workshop dealing with these techniques. A foursession (follow-up) version of that workshop was offered at Wellesley College, and several High Rock teachers and the principal participated. High Rock teachers also participated in the rewriting of curriculums for science, social studies, and language arts in the accelerated learning mode.
- S.P.I.C.E. (i.e., Special Programs Incorporating Curriculum Enhancement) rose to significant heights this year. With teachers and parents working collaboratively, many people from the field of children's literature were brought into the school to talk to the children, demonstrate techniques, and conduct workshops. We had a children's editor and art director from Little, Brown, an author of children's books and an author of alphabet books, and a cut-paper illustrator. The culmination of the program was a Book Festival (on June 17) featuring bound books by all the children in the school. This was our way of celebrating the 350th anniversary of public education.
- Our Multicultural Arts Program continued, with the study of the Mayan civilization of Central America. Materials were developed for every grade level and a large, beautiful exhibit was seen in our main corridor and foyer. The exhibit lasted one full month. In addition, fifth graders from the Josiah Quincy School in Boston's Chinatown, shared their celebration of the Chinese New Year with us. This has become an annual occurrence and is looked forward to with great anticipation by High Rock children and staff.
- Another interesting feature of this year was an art project which combined the efforts of

third graders and high school students. Ms. Panich, a high school art teacher, came down from the high school to our third grades periodically to work with Miss Adamson and Mrs. Lenahan on this project. In addition, meetings between Ms. Panich and the third-grade teachers were held at the high school, and the third graders went to Ms. Panich's classroom on a field trip and had the opportunity to work with the high school students. The culmination of the program was an art show at the high school featuring over 200 pieces of art work, much of which came from High Rock third graders.

• Finally, one first grade and one second grade collaborated in producing a program entitled "Teaching Peace." The program employed songs, chants, dances, art, written activities, costumes, and scenery focused on our earth, its people, the land, the sea, and how we must care for one another, learn to live together cooperatively, and watch over our earth. The program was presented to the parents, who were delighted with its theme and the high level of performance exhibited by the children.

#### HILLSIDE SCHOOL

- Computer Training A Hillside teacher, Marian Voros, and an outside consultant presented a series of workshops and an interactive video disk demonstration. We pursued the possibility of developing a school computer lab.
- Self-Esteem a faculty committee is developing strategies and acquiring materials that will assist us in implementing this objective. A portion of our Roche Brothers' money is being used for materials.
- Student Council This year we introduced our Student Council via campaigns, electoral speeches, voting, acceptance speeches, etc. Meetings were held every two weeks. Through classroom discussions, the representatives gained insights about their peers' concerns. The Council members planned and carried out a very successful used book fair. Apparently, a tradition has been developed because staff and children's response was most enthusiastic.
- School Store another project sponsored by the Student Council was the development of a school store. Upper grade children did the purchasing, marketing, selling, counting, and depositing the money. There were many school skills that were related to daily life.
- Integrated Learning Students designed a calendar that included poetry and illustrations. With Judy Grace as consultant, the work progressed over several months. The Student Council will market and sell the calendar as a fund-raiser.
- Community Outreach A high priority espoused by the P.T.C., faculty, and the entire school system was community outreach. There were various opportunities for the public to enjoy and to be impressed by Hillside children:
  - Violinists visited a nursing home.
  - Placemats were made for the Community Council.
  - We had several clothing and good drives.
  - Students participated in the Entrepreneurial Contest at Babson College.

- Several classes became pen pals with senior citizens
- Vocal groups visited North Hill and Briarwood.
- Peer Observation A faculty committee is examining the value of peer observation.
   Some opportunities have already been provided for peer observation. Our efforts will continue next year.

#### WILLIAM MITCHELL SCHOOL

A dedicated staff and a supportive group of parents collaborate to provide the children of the Mitchell School with a stimulating and enjoyable elementary school experience. Mitchell's 544 students are taught by a staff of twenty-two classroom teachers supported by specialist teachers in the areas of speech and language, guidance, supportive reading, art, music, physical education, media, and special education.

- The Mitchell Parent Teacher Council (PTC) membership includes over 375 families. Its various committees host numerous activities for students and their families and raise money for programs that support and enhance the regular school curriculum. In addition, over 200 parent volunteers assist the children of the Mitchell School as cafeteria monitors, computer tutors, book discussion leaders, media volunteers, disability awareness instructors, T-Ball coaches, and in a host of other roles.
- Each year the Mitchell School parents and teachers adapt the school curriculum around a specific theme. Previous themes included "Regions of the United States," "Poetry Plus," and this year Mitchell devoted the school year to recycling and environmental awareness with our E.A.R.T.H. (Each A Responsibility To Help) project. The E.A.R.T.H. project entailed numerous classroom writing, science, mathematics, reading, and social studies activities related to ecology. Several classroom performances emphasized the importance of protecting and preserving our environment. The students raised and donated money to organizations that protect the rain forests and provide aid to Latin American villages. For a culminating activity, the lobby of the Mitchell School was transformed into a rain forest.
- The use of educational technology at Mitchell expanded during the 1991–92 school year. Computer telecommunication links were started with New Mexico, Oregon, and Barcelona, Spain. First and fourth grade classes participated in interactive television experiences. These interactive experiences were only possible due to Continental Cablevision's generous donation of equipment and technical expertise.

#### POLLARD MIDDLE SCHOOL

During the 1991–92 school year, **Pollard Middle School** staff and students engaged in learning activities which 1) developed and enhanced our comprehensive themes of social responsibility and personal development; 2) increased our infusion of and facility with technological advances; 3) insured and increased the development and implementation of integrated, thematic units schoolwide; and 4) continued initiatives begun by the Pollard Educational

Planning Council which addressed student recognition, communication with parents, and experimental efforts involving heterogeneous groupings in math.

In addition, in order to design an efficient and appropriate addition to and renovations for Pollard, communication strategies were developed to enable staff, parents, and students to work effectively with the designated architectural firm. As a result, a comprehensive, efficient, and cost-effective design, which meets current needs as well as those anticipated for the future, was completed.

The following are a few of the highlights of our exciting and productive 91–92 school year.

#### · Social and Personal Responsibility

- Continued emphasis on environmental programs including student-monitored lunchroom recycling, schoolwide paper recycling, and water conservation efforts.
- Developed a series of hands-on, interdisciplinary activities schoolwide which expanded our annual Earth Day celebration into an exciting panoply of events celebrating Pollard's first annual Earth Week!
- Designed and completed several 4' by 8' murals displayed throughout the school depicting student-generated themes of global connections, technological innovations, and environmental issues. Students worked collaboratively before and after school in order to complete these murals.
- Infused curricula with activities involving socially and personally responsible decision-making skills. Two examples include a) piloting Project D.A.R.E., a substance-abuse prevention program taught by a Needham police officer which emphasizes students' role-playing responsible decision-making skills and b) the training of seventeen staff members for the infusion of the key concepts learned from the Facing History and Ourselves program.
- Presented a second year of student and staff workshops designed to expand our repertoire of strategies for maximizing the performance of all students.

 Implemented a Personalized Learning Center program to help students improve personal and academic skills.

 Provided students with the opportunity to exert leadership, become role models, and serve the community through the Student Council and the Project Climb programs.

#### · Infusion of Technological Advances

- Participated in several interactive television programs where appropriate and feasible.
- Exploited several telecommunications opportunities through ATT&T, ELNA, and others
- Implemented an eighth grade math/science LEGO unit with computer-aided capabilities.
- Introduced CD-ROM research capabilities in the Media Center.
- Half of the eighth grade students spent a day at Minuteman Techcreating robotic projects.
- IBM engineers spent time with staff and students exploring technological skills needed in industry.
- Teachers and support staff participated in several technological workshops.

#### · Increased Interdisciplinary Efforts

- Implemented Head Teachers in the four

major subjects, providing for greater teacher involvement in curriculum decisions and more timely, appropriate, and site-based development of curricular efforts.

Provided substantial time for staff to develop interdisciplinary units with one or more colleagues.

Established a Curriculum Center as a resource library and as a clearinghouse for

the staff's interdisciplinary units.

- Emphasized the inclusion of math as a component of integrated projects resulting in the development of numerous projects and events: the second annual Math Fair, participation in a competitive Math Team League, Greek Week, Frolicking Pharaohs, Bridges, Popcorn, NEON (a small-business unit), BIG (an economic and life skills unit). etc.

- Developed several unifying themes as an outgrowth of the Pollard Treble Choir trip

to Czechoslovakia.

- Students in all grades participated in dozens of interdisciplinary units throughout the year.

#### NEEDHAM HIGH SCHOOL

Needham High school is a four-year high school with a student population of 960. The faculty consists of the equivalent of 67 full-time instructional staff members plus an additional 30 professional and support staff employees. The curriculum is varied and based upon the core curriculum concept. While the main emphasis of the high school program is on college preparatory courses, the program of studies offers excellent choices in the fine arts and career and occupational educational courses. The regular education program is augmented by the Personalized Learning Center. Students who are learning disabled are serviced by the special education program. The community classroom component which allows for internships, work experiences, and student volunteerism continues to grow.

During this past school year, a new administrative model was piloted. There is now only one Assistant Principal who serves as the Dean of Students. In addition, there are three teachers who serve as Assistant Deans. The former House offices have been combined into an Office for Student Services. This pilot will continue for the next school year during which an evaluation of the program will determine its effectiveness. The model is enhanced by the expanded role in the high school of the Department Heads who formerly served as K–12 Directors. The Department Heads have curriculum and instructional responsibilities 9–12. Their reports immediately follow.

- Student achievement remains high. The SAT scores continue to be significantly higher than the state and national results. Although only 8 percent of high school graduates take one or more Achievement tests, 57 percent of our graduates do so. Most of our students score above the state and national averages. Our students won honors and awards for their musical, artistic, written, and oral presentations. Our academic and athletic teams competed quite successfully.
- The high school has a very active student government group and a Parent/Teacher Council committed to the continuance of quality education.

 The recipients of the Needham High School Distinguished Career Award, now in its secon year, were honored in October. Those honore were: Gwen Grabowski Krivi ('68); Ralp E. Leader ('39); and Richard E. Wylie ('59)

#### **English Department**

During the 1991–1992 school year the English department continued to offer full-year courses to students in grades nine to twelve a three levels. Students were also able to enroll i two elective courses, Public Speaking and Experimental Writing. The Humanities course formerly an English elective, is now offered by the Fine and Applied Arts department.

Of the twenty-six students in the class of 199 who took the Advanced Placement Test in English, twenty-five earned at least a score of three indicating there were "qualified." Seven students received a rating of four ("well qualified" and six students, a rating of five ("extremel well qualified"). Scores for that class on the College Board Achievement Test of English Composition were also impressive. The average score for the 138 students who took that the was 543, thirty-seven points above the average for all students in Massachusetts.

In the fall of 1991 the department boug additional computers for the Writing Lab. The purchase was made possible because mare Needham residents saved register tapes from Roche Brothers. In addition, the department worked to improve the Summer Reading Program by changing selections, adding a supplementary list and giving students the opportunit to buy books at a book fair. Next year the department looks forward to incorporating momulticultural literature and interdisciplination activities into the curriculum. Students will also able to enroll in Theatre Arts as well as the electives offered this year.

#### **Mathematics Department**

Changes are progressing very well in the Needham High School Mathematics Department. The drive to get more students into the global mainstream in mathematics is going in its fourth year. Enrollment in mathematics is an all-time high.

- Needham's SAT scores in math, bucking the national trend, were the highest ever in tweethers. What was more impressive was the 93% of our students took the example Achievement scores (569, 709) were (462) points higher than the state's average and 147 students participated.
- Needham's "Adopt-A-Calculator" progra got started and many students purchase one. The P.T.C. gave the department a set graphic calculators for a class and statraining is underway.
- Mr. Arnold Almquist was honored by M.I. for being a math teacher who has be particularly influential. He was one of twen selected out of 6,000 teacher entrants where received this citation.

#### Science Department

An increased utilization of technology in the classroom was a major goal of the scient department. During the course of this year, the was a significant expansion of computer apply

ations in the laboratory, along with an inreased usage of scientific instrumentation. hese types of activities have actively engaged ur students and have created a genuine enthuasm for the learning of science.

- Students within our accelerated biology courses are performing experiments in recombinant DNA technology. They are separating pieces of DNA, which have been sectioned by very specific restriction enzymes. These tiny bits of DNA are then separated by a process known as electrophoresis. These skills of molecular biology are quite involved and require a clear vision of the laboratory protocol. Our students are being challenged at a very sophisticated level, as well as being exposed to the exciting new discipline of biotechnology.
- Many science classes are, now, using the computer as an analytical tool. Numerous laboratory exercises utilize the computer as a data collection system. With an interface component and the appropriate sensor, our science students are capable of collecting physical and biological data. Variables, such as, temperature, pH, amplitude and frequency of sound waves, and even human electroencephalograms have been recorded and analyzed by our students. The computer is often utilized to graph data collected by students in the lab. A graphical analysis program permits quick calculation of such mathematical parameters as slope and correlation coefficients. With these values they can easily look for trends or relationships between variables. These types of activities are invaluable, as we begin to introduce our young people to the changing world of science and technology.
- "Hands on Science" is a critical part of science instruction. The high school science department has made major inroads towards this goal. We have opened up a large number of laboratory experiments which allow our students the opportunity to think about the natural world, ask questions, state a hypothesis and design a protocol to test their hypothesis. These student-directed labs have stimulated student interest and willingness to do science. The process of designing experiments has enhanced the critical and creative thinking component of our science courses. There have been some nice open-ended labs this year, and we will continually allow our laboratory program to evolve in this direction.
- As a department, we are concerned that our science instruction reaches all students at Needham High School. Recently, in honor of National Science and Technology Week, the science department coordinated an afterschool technology contest. Students formed teams and competed against each other as they tried to solve a technology problem. Each team was given a specific problem to solve. They had to design a tool, an instrument or a protocol to answer a technology issue. The teams were mixed and many crossed grade and ability levels. These students had to think about the science they learned and apply it to very specific problems. These students had a great deal of fun and saw a valuable connection between science and technology.

#### **Social Studies**

The school year 1991–92 saw the introduction of new, semester length courses in Psychology and Sociology. These new programs are part of our senior elective courses. Other senior course electives continued to provide sound educational methods and understanding for our students.

- In Economics, students developed their own company, sold stock, developed and marketed a product, and, at the conclusion of the unit, liquidated the company.
- American Legal System students again this year participated in the Massachusetts Bar Association State Mock Trial Competition. They were very successful—Norfolk County Champions and State Finalist.
- The class of 1992 scored very high in the American History Achievement Tests and exceptionally well on the Advanced Placement U.S. History Examination.

The department has developed minimum course requirements for each level in each course. These requirements clearly state minimum expectations for writing, research, and reading.

#### **Technology/Career Education Department**

The Technology/Career Education Department continues to work closely with the Needham and greater Boston community to meet the needs of the students, the core curriculum, and the community. Highlights of the 1991–92 academic year:

- Computer keyboarding was taught in grades seven and eight at the Pollard Middle School this year.
- In Power Mechanics students participated in a Polaroid-sponsored contest. The students had to dismantle and reassemble two splicing machines donated by Polaroid. The purpose was three-fold: to expose students to a team working experience, team problem solving, and technical writing.
- The Marketing and Management class undertook two projects this year: to help in the development of a systemwide waste management program and to organize and help the American Red Cross run its Blood Drive at Needham High this spring. Outreach will continue to be an integral part of the Marketing and Management curriculum.
- The Graphic Arts Program continues to grow under Mr. Dave Cournoyer's leadership. A new transfer/drying press has enabled his students to achieve higher productivity in screen printing. All inks used in the program are wateror soybean-based, making them environmentally sound. The Environmental Committee, advised by Mr. Cournoyer, collected over eight tons of white paper for recycling.
- A Career Fair, sponsored by the Career Education Department, was held at Needham High School on April 15, 1992. Ms. Karen Andrews was chairperson for this event and was helped by the high school P.T.C. The target group was the sophomore class who interviewed the sixty participants from differing career areas. As a follow-up students were to write an essay in their English classes about one of their career choices. The Career Fair was an interdisciplinary endeavor between the sophomore curriculum facilitator,

- the English Department, and the Career Education Department as well as all sophomore teachers. The Fair was the first stop in preparing students for the Community Classroom opportunities available to them.
- The Community Classroom Program at Needham High School continues to grow as more students take advantage of this experiential component of the core curriculum. It is a cooperative venture between the school and the Needham Community. Students may undertake an internship which offers a student the opportunity to gain supervised career-related experience or a volunteer placement which offers the student an opportunity to perform community service. Students participating as Teacher Cadets are matched with a mentor teacher working with that teacher, and with students individually and in groups, learning what it is like to be a teacher.
- The Bentley Spotlight Program, offered in the fall and spring, allows students to go to Bentley College after school to study a particulart opic suchas "Differing Leadership Styles."
- Needham High School joined the Jefferson Forum, a non-profit organization that engages students in high school-based community service learning. It offers students an opportunity to meet with students from surrounding school systems to discuss community service work and undertake leadership training opportunities. Community service is integrated into the curriculum through the Community Classroom Program, the Early Childhood Program three days per week and on site at Needham day care centers two days per week.
- The Advisory Committee on Occupational Education met twice this year and at its final meeting focused on a round table discussion with Needham and Boston professionals on the topic: job readiness of Needham High School students. Topics such as written, math, and oral communication skills, general knowledge of work procedures, and attitude were discussed.
- Needham High School continues to be involved with school-business partnerships with the Needham Youth Commission, Polaroid, and the Needham-Newton Chamber of Commerce. Students helped in the organization of and participated in two Polaroid Blood Drives as well as helping to videotape Polaroid's new product line. Needham High School students were also part of the planning committee for the Newton-Needham Chamber of Commerce's Business-Education Expoheld in April, 1992.

#### Foreign Language Department

The highlights of the 1991–92 year are as follows:

- Jane Rizzitano founded the Ana Maria Matute chapter of the Spanish National Honor Society at the high school. The first members were inducted on May 21, 1992, during the Foreign Language Awards Ceremony. Ms. Rizzitano has agreed to serve as the chapter's advisor.
- March was celebrated as National Foreign Language month. Under Jane Rizzitano's leadership, students participated in the

Massachusetts Foreign Language Association's Poster Contest. Guna Svendsen and Betty Athanasoulas organized a Foreign Language Sentence of the Week contest and students participated in an International Cafe where they sampled student-baked desserts from foreign countries.

- Kevin O'Malley and Richard Burgess accompanied over 30 students to Italy during the April vacation.
- Combining foreign languages and high technology, Valerie Rousse, Leslie Gardner and Carol Shriber participated in MCET's language program with some of their students. Valerie Rousse, Carol Shriber and Betty Athanasoulas continued to plan hypercard projects for their students and Leslie Gardner's students worked with the video-disc on the Louvre.
- The following students achieved exceptionally well:
  - Cinnie Chou and Carey Kleinschmidt won a U.S. Congress-Bundestag Youth Exchange Scholarship. They will spend the 1992–1993 academic year studying in Germany. Needham has had the unique distinction of having 7 winners in 6 years!
  - Mohammad Sabokrooh won the Massachusetts Foreign Language Association's Poster Contest. The contest attracted 234 posters from 58 schools across the state. The theme of the contest was "Exploring New Worlds Through Foreign Languages."
  - Alexandra Durbin placed 1st in the level five division of the National Spanish Exam.
  - Stephen D'Evelyn, David Giles and Zahir Asmal achieved a perfect score in the National Latin Exam.
  - At the Foreign Language Awards Ceremony, Sarah Murray won the Grand Award for Academic Excellence and Sushant Rao won the Grand Award for Contribution.
  - Stephen D'Evelyn's poem on Horatius at the Bridge will be published in the fall issue of the New England Classical League's Newsletter and Journal.
- The Foreign Language Learning Center opened in February. The goal is to develop a study resource center for students in foreign languages. The foreign language teachers have been assigned to supervise the center in lieu of a study hall.
- Kevin O'Malley was elected Vice-President and President-Elect of the Classical Association of New England.
- The Before and After School Elementary Foreign Language Enrichment Program was very successful and allowed more than 300 students to study Spanish and French.
- The Mitchell School Spanish Interactive Program was successfully piloted during the month of May and plans are underway to offer such a program on a regular basis with possible expansion into all the elementary schools.

#### Fine and Performing Arts Department

The 1992–92 school year saw the creation of a new Department of Fine and Performing Arts from two separate Music and Art Departments. This was accomplished first through the appointment of one administrator to supervise the combined department of twenty teachers. The year has been an active one for the new department, with a wonderful spirit of cooperation among the faculty and many collaborative experiences.

- · In cooperation with the Needham Fair Housing Committee, the department implemented the third annual Cultural and Ethnic Festival of the Arts in May. With beautiful new display boards, the art faculty extended the exhibit of over 200 student works of art to four days, with hundreds of visitors viewing the systemwide exhibit at Newman. Concert performances by middle and high school musical groups, as well as the Needham Concert Society, extended throughout the Festival. Simultaneously with the Arts Festival, the visual art faculty exhibited their own artwork at the Needham Art Gallery. This was the first faculty art exhibit to be held in Needham.
- Twelve middle and high school students received Boston Globe Scholastic Art Awards this year, including two Gold Key, three blue ribbon, and seven honorable mention awards. At the high school, significant progress was made by the faculty and maintenance staff in completing renovation work in the visual art area.
- Special collaborative projects involving students from multiple levels promoted increased understanding among age levels. Students from High Rock Grade 3 participated in an art project with high school drawing students, culminating in an exhibit of the Grade 3 and drawing students' work at the high school. Students at Mitchell, over the past five years, contributed to the creation of large murals of storybook characters for the Media Center. A reception for all the students who participated in the project was held at Mitchell in May. Six eighth grade students at Pollard designed and painted a peace mural for the Media Center that features hands circling the globe. Art students at Broadmeadow and Eliot created larger-thanlife-size collages of Martin Luther King, Jr., and Harriet Tubman, respectively. The murals and collages are striking visualizations of schoolwide study. Our spring concerts in May and June featured the performances of choruses, bands, and string ensembles, complemented by exhibits of artwork created by students in each school.
- In addition to the outstanding concerts in the schools, there were numerous significant concert performances this year. The Pollard Treble Choir performed for the prestigious American Choral Directors Association All-Eastern Convention in Boston in February. The Treble Choir has received and accepted an invitation to visit the Jitro Children's Choir in Czechoslovakia in August. Fortyfive students and twenty adults will participate in the performance trip.
- The high school Jazz Band received a bronze medal at the Massachusetts Festival for the National Association of Jazz Educators in February. The high school Concert Band received a bronze medal at the Massachusetts Instrumental Conductors' Association Festival in April. The high school Chorus received a silver medal at a Heritage Music Festival in May.

- Seven high school students were selected by audition to participate in this year's Massachusetts All-State Festival in March. Seventeen high school students participated in Southeast District Festival performances in January, and eleven middle school students participated in the District Festival in March In addition, six Pollard students were selected for Honors Choir participation at the American Choral Directors Association Convention.
- The string music faculty planned and conducted a String Fest in March that brought together 150 string students from Grades 4-12 in a gala concert at Newman. The experience was very successful in providing motivation for string students at all levels and in showcasing the extensive string program in the schools. The Needham Town String Orchestra performed again this year at the Boston State House in May.

#### **METCO Program**

The school year 1991–1992 was a year of growth for the Needham METCO program. Part of the reason for this was the 5% increase in the METCO funds received from Department of Education. New facets of the program included an early intervention program, an overall collaborative assessment of the needs of the METCO program by the school principals and the METCO staff, presentations which addressed multicultural awareness and the infusion of multicultural literature into the curriculum. One of the most significant improvements is the addition of METCO staff members at each of the elementary schools and at the Pollard Middle School.

- The Early Intervention Program program. an initiative created to address the academic needs of the first, second and third graders from Boston who participate in the METCO program in Needham, focuses on the provision of academic support in an effort to close the achievement gap between them and the Needham students. Two African-American instructional aides: Miss Chekesha Clark (Eliot School) and Mrs. Dorothy Ellis (Hillside School) were hired to help the students academically and socially. Training in instructional strategies for individual and small group instruction was provided for the aides by four teachers from the Hillside School: Mrs. Regina La Rose, Mrs. Marjorie Margolis, Ms. Nancy Clark, and Ms. Ellen Rodman. Dr. Rose Feinberg and Dr. Christina Martin coordinated the training.
- An extension of the efforts to provide academic and personal support to the Boston students was realized through the addition of a METCO staff person, Ms. Ludovina Teixeira, as instructional aide in the Personalized Learning Center at the Pollard Middle School. METCO high school students became more acquainted with the academic and professional world through a series of field trips to college campuses and through getting partitime jobs with the help of the Needham Youth Commission.
- The METCO Host Family Program, known as the Family Friendship Exchange at the Mitchell School, offered a variety of activities in each of the elementary schools, i.e. potluck suppers at the Hillside, Broadmeadow and Eliot Schools; an

overnight at the Eliot; an African music presentation at the Broadmeadow. The Boston and Needham families collaborated with the school staffs to welcome the new families at an orientation in June.

Efforts to increase the multicultural awareness among staff and students included workshops, panel presentations, cultural corners, selection and purchase of books which reflect the minority populations and programs of music and dance. Workshops offered by the METCO program included "Development of Self-Esteem through African-American Literature," "Techniques for Tutoring," "Understanding and Working with Racism," and "Diversity." Cultural corners, displays to acquaint students with diverse cultures, were started at the High Rock and Mitchell Schools. Some of the geographical areas featured include Central America, the Caribbean Islands and China.

Panel presentations by African-American role models took place at the Eliot, Mitchell and High Rock Schools in February. These role models, many of whom are parents of the METCO students, spoke of their journey in becoming a successful professional. Among the speakers were Dr. Steve Leonard, principal of the Martin Luther King Middle School in Dorchester; Andrea Hall and Byron Pitts, reporters from Channel 5; Jerry Smart, coordinator to the Neighborhood Watch Program in Boston; and Chris Sonnie, a Needham METCO graduate.

In March, METCO students from the Hillside, Mitchell and Eliot Schools, under the direction of Mrs. Audrey Walker and Mrs. Michelle Pitts presented the African-American Experience: songs, dance, poetry and biographies of blacks. Families and friends enjoyed an evening performance preceded by a potluck supper coordinated by the Boston and Needham parents.

#### hysical Education and Athletics

The Needham Physical Education program is nowned nationwide for its quality curriculum. his year, the program has been selected as a odel due to the innovative fitness and wellness cus.

Wayne Westcott, national fitness expert and author, chose Needham to highlight in *Quest*, a professional journal. Many colleagues from the New England area visit Needham each year to observe aspects of the Physical Education program.

- Inaddition,LeslieBelcher,MarciGilbert,Steve Kramer and Nancy O'Neil presented sessions atthis year's MAHPERD (Massachusetts Association of Health, Physical Education, Recreation and Dance) Conference. Both Marci Gilbert and Nancy O'Neil serve elected leadership roles on the MAHPERD Board.
- Certain programs emphasize this department's "healthy lifestyle" philosophy. Bicycle Safety Awareness Week (10/7–10/11), spearheaded by Steve Kramer, provides elementary students with the skills necessary to safely participate in this popular activity. Bicycle helmets are a major emphasis, and more Needham students are wearing these than ever before. P.E.P. (Physical Education Plus) Day was conducted on October 20 at

- Ridge Hill. Approximately 800 elementary children and their families enjoyed a day of fun and fitness. The Monster Dash involved over 300 middle school and elementary students on the afternoon of October 29. All students were required to submit a canned food as an entry fee. The food was then donated to the Needham Community Council. In turn, this even stressed citizenship as well as fitness. The Elementary Folk Dance Festival of March 30 included approximately 200 students and a full Needham High School gymnasium for an evening of cultural dance. "P.E. Student of the Month" was instituted this year at the Pollard Middle School. Jeff Turok's new award program recognized 60 students for their leadership and performance. Judy Radley's National Education Foun-dation Grant award brought quality guest speakers into the high school. These speakers, many from the Needham community, enhanced the wellness curriculum in a variety of ways.
- The 1991/92 interscholastic athletic program received tremendous support from the Needham Booster Club. The club's first annual Christmas Tree Sale brought coaches and student-athletes together for a very successful project. The Boosters subsidized Boys' JV Ice Hockey, Boys' and Girls' JV Lacrosse and Girls' Freshmen Lacrosse. In addition to this, the club has funded numerous enrichment items for a wide variety of sport teams. The opportunities afforded to Needham students have greatly increased due to the generosity of this club. The Girls' Field Hockey and Girls' Basketball teams finished as league champions this year. Also, Boys' and Girls' Soccer, Field Hockey, Golf, Girls' Basketball, Girls' Softball and Girls' Lacrosse qualified for post-season play.

#### **Pupil Personnel Services/Special Education**

Pupil Personnel Service providers—counselors, speech and language specialists, psychologists—share the conviction that all children are capable of learning and responding positively to school and the educational process. These staff members possess the expertise in identifying and assisting children who may be having normal developmental issues, problems resulting from the complex changes in our society, or significant learning difficulties. These professionals are partners with other educators, parents, and the community in accomplishing these objectives and in providing optimum teaching and learning conditions for all students.

In accordance with Massachusetts Chapter 766 and Public Law 94-142 Special Education services are provided to students, ages three to twenty-two, who have one or more of a wide variety of disabilities which may prohibit them from making effective educational progress in school. Traditionally, the number of Needham students requiring SPED Services has been in the range of 12 to 13 percent—well below the state average. Classroom modifications and the availability of a variety of specialized regular education services help account for the low percentage. Most SPED students receive services within the school system because of a commitment on the part of teachers, parents, administrators and the school committee to develop appropriate, cost-effective in-district programs.

Following are descriptions of a few of the program activities in the SPED and PPS Departments during the 1991–92 school year:

- Teachers, special educators and specialists worked collaboratively in classrooms throughout the school system. Evaluations of the partnerships indicate that the students benefited greatly.
- The faculty at the Pollard Middle School has implemented a Personalized Learning Center, a place that offers individualized instruction and academic support for students who are having difficulty or who need help with their schoolwork. In its first year, 79% of the students who participated in the PLC felt that their grades either went up a little or they went up a lot. A great majority of teaching staff also felt that the PLC was extremely helpful in aiding students with their work and raising their grades.
- As part of its commitment to community service, Project C.L.I.M.B. participated in the "sprucing up" of some local playgrounds. In November, the students were responsible for a general clean-up at the playground on the site of the former Harris School. In May the "Project CLIMBers" effected a miraculous transformation at the DeFazio Field "totlot" through the use of some paint and a lot of "elbow grease."
- A father's group was established at Pollard Middle School. Attendance was high and participants rated the experience as excellent.
- An Integrated Preschool Program and Integrated Kindergarten Program was established for the first time.
- The Early Childhood Team made two presentations on integrating therapies within the classroom setting. One was at Lesley College and the other at Therapo in Framingham.
- A series of evening workshops was offered to parents and early childhood professionals.
   The average attendance was 60 people.
- An International Club was begun and has a member of over 50 active participants.

#### **Minuteman Regional Vocational Technical** School

"Project WIN" was implemented at the school this year to provide all students with the academic, technical and personal skills which will be required by the workplace of the 21st century. The program places a major emphasis on promoting a real-life orientation to instruction through academic-vocational integration and the use of more complex, real-life outcomes and graduation standards to promote the higher order thinking skills required of workers in the next century.

Needham public school students and faculty members spent a week at the school during the summer participating in a technology manufacturing seminar. They received hands-on training in robotics and electronics manufacturing technology and learned about career opportunities in this field. The program was funded by a grant from the National Science Foundation.

Six Needham students graduated from the school in June, 1992. The town's representative on the School Committee is Kenneth D. Mullen, Jr.

# **Future School Needs Committee**

#### Purpose

The Future School Needs Committee was established by Article 62 of the Annual Town Meeting of 1950 and was last continued by Article 52 of the Annual Town Meeting of 1992. The Committee acts in an advisory capacity to Town Meeting by formulating decisions affecting the Needham Public Schools. The Future School Needs Committee projects future enrollments and works with various other town committees as well as with appointed Sub-Committees of the School Committee.

#### FY '92 Highlights

Enrollment projections continue to show an increase.

Town birthrate continues to rise indicating a long range school population upswing.

Long range energy plan continues to show energy and monetary savings of 24.3 Billion BTU and \$159,509.00 respectively. Average cost of MBTU of energy decreased from 7.49 to 6.42. Capital outlay energy projects again were awarded at prices 25-50% less than estimated.

Many school energy projects were deferred by the Capital Outlay Committee.

The Committee participated on the Pollard and Newman Building committees.

The Committee evaluated the long range plan for elementary schools town wide.

#### FY'93 Forecast:

We continue to evaluate elementary school needs by establishing a long range plan which

will include handicapped access, renovation of structural integrity, improve energy use and upgrade existing facilities to meet code and educational standards.

See graphs for Enrollment Projections.

Participation on the Newman and Pollard

School Building committees will continue.

The School Energy Savings Program will be evaluated.

Implementation of Energy Savings Projects will be promoted.

ENROLLMENT	F PROJECTIONS SCHOOL	YEAR BEGINNING 1992-2000
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		91	92	93	94	95	96	97	98	99	2000
	Proj./A	ctual									
Births		328	280	327	293	336	313	313	313	313	313
Grade											
K	333	320	284	331	297	341	318	318	318	318	318
1	340	333	347	308	359	322	370	345	345	345	345
2	282	289	322	335	298	347	311	358	333	333	333
3	318	308	286	318	331	295	343	307	354	329	329
4	307	307	305	284	315	328	292	340	304	351	326
5	277	281	301	299	279	309	322	287	334	298	345
6	293	304	282	302	300	280	310	323	288	335	299
7	276	272	299	277	297	295	275	305	317	283	329
8	261	251	265	291	270	289	287	268	297	309	276
9	230	238	230	243	267	248	265	263	246	273	. 284
10	246	243	237	229	242	266	247	264	262	245	272
11	234	235	.244	238	230	243	267	248	265	263	246
12	247	245	239	238	234	225	237	261	242	259	257
TOTAL	3644	3626	3632	3693	3719	3788	3844	3887	3905	3935	3959
K	333	320	284	331	297	341	318	318	318	318	318
1-5	1524	1516	1561	1544	1582	1601	1638	1637	1670	1656	1678
6-8	830	827	846	870	867	864	872	896	902	927	904
9-12	957	961	941	948	973	982	1016	1036	1015	1040	1059

# PUBLIC SAFETY Police Department



William G. Slowe, Police Chief

#### Purpose:

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restriction. This mission contains the following elements:

- Prevention of Criminality
- · Repression of Crime
- Apprehension of offenders
- · Recovery of property
- · Regulation of noncriminal conduct
- · Performance of miscellaneous services

#### **Budgetary Data:**

EV:02

Salaries \$2,302,538 No. of Employees Expenses 233,999 Full Time 54 Capital Items 63,884 Part Time 12

otal \$2,600,421

#### FY '92 Highlights

The year 1992 marked the 60th year that police services have been provided to the community from the same location at 99 School St. Officers and staff continued to settle into the remodeled headquarters building which was visited during the year by many members of the community, as well as representatives of other towns who were in the process of planning public safety facilities of their own.

With the passage of an override vote in the spring, it was possible to reinstate three officers to the force. The restoration of these officers, coupled with a revised patrol allocation plan, permitted the department to maintain adequate patrol coverage while continuing assignments of personnel to provide services to the commu-

nity in such areas as safety and drug education traffic enforcement and investigative services During the year our newly selected D.A.R.E (Drug Abuse Resistance Education) officer in stituted a pilot program in the Needham Schools at the sixth grade level.

All officers attended the 40 hour session of inservice training which is provided annually by



# PUBLIC SAFETY

Massachusetts Criminal Justice Training uncil. Additional training in the area of dostic violence was provided for all officers lowing the adoption of a departmental policy uiring arrests whenever possible in cases olving domestic disputes.

Over the year there was an increase in the nber of calls for service related to domestic ise. The amount of time that officers spend the investigation of each domestic dispute I has also risen, and consequently specific asures have been taken to identify such cases I take appropriate action.

Several lengthy criminal investigations reted in the identification and prosecution of a nber of individuals responsible for a rash of eak-ins of homes and businesses. Detectives re instrumental in the successful apprehenn of one offender from Boston who had oken into at least five appliance and computer res in Needham. Other successful investigans of larcenies and the sale and distribution of igs required an ongoing commitment of instigative resources.

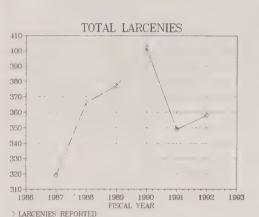
The department has taken a proactive apeach to safeguarding the basic human rights all of its citizens, advocating the creation of uman rights commission to assist in providan ongoing community commitment to suprt those who are often victims of discrimination d intolerance.

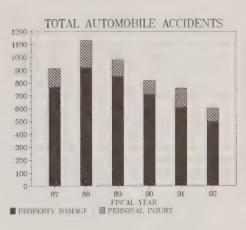
#### '93 Forecast:

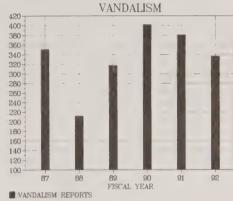
To deploy a well-trained, highly motivated, and disciplined force of officers who are

able to meet the law enforcement and service needs of the community.

- · To continue to provide safety and drug education programs for Needham school-
- · To train all officers so that they will develop the technical competence necessary to deal with the complex problems facing law enforcement professionals.
- To improve the processing of information through the installation of the latest data processing equipment available.
- To continue to develop policies and practices which address the needs of the community and provide a high level of efficient and effective police service.







# 'ire Department



bert A. DiPoli, Fire Chief

#### ission Statement

To provide to the Town of Needham, an fective, well-trained team of professionals to otect their lives and property through fire ppression, emergency medical services, and e prevention and education in the most costfective manner possible.

#### ersonnel Data

In FY'92 the Fire Department employed 71 Il-time employees.

#### udgetary Data laries

\$3,100,696. penses 223,175. 18,000 apital \$3,341,871

#### FY'92 Summary of Incidents

Fires	85
EMS	922
Service Calls	424
False Calls	178
Miscellaneous	161
TOTAL	1,770

(Miscellaneous calls include all overpressure rupture calls, hazardous conditions and good intent calls.)

In addition, there were numerous Fire Prevention and Public Information calls.

The cost of fire protection and emergency medical services provided by the Fire Department averaged \$118 per year, per person for FY92.

#### **FY92 Highlights**

- In May of 1992, Town Meeting appropriated \$425,000 to purchase a Quint fire truck. A Quint truck is a combination engine and ladder in one.
- The Department hired four new firefighters from the laid off firefighter's rehire list. All four come from Brockton.
- The Fire Prevention Bureau issued 953 permits and collected \$18,240 in revenue.
- 68 underground tanks were removed under the provision of MGL Chapter 148, CMR 527, 9:00.

- 142 fuel lines between tanks and burners were replaced with a new line enclosed in PVC or plastic piping to prevent leakage under cellar floors.
- · The use of smoke detectors has repeatedly proven to be instrumental in reducing the loss of life and property. 622 homes have been inspected since July 1, 1991.
- · The Fire Prevention Bureau promoted a national coloring contest sponsored by Emergency One and Navistar International. The grand prize was a three day trip to Anaheim, California plus the honor of winning an Emergency One Town and Country Fire Truck for the community. Many, many children from Needham participated in this contest, however, the winner was a six year old girl from Sebastapol, California.
- There were 922 EMS calls of which 703 patients were admitted to Glover Memorial Hospital.
- The Town collected \$89,331 in revenue from EMS calls.
- · In May of 1992, Town Meeting appropriated \$85,000 to purchase a new Class I, Type I Emergency Medical Vehicle.
- The Fire Alarm Division made approximately 850 visits to businesses to check on their fire protection systems.

# PUBLIC SAFETY

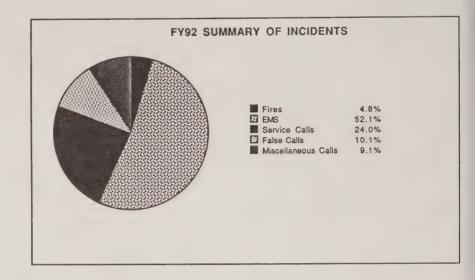
- The Fire Alarm Division collected \$61,200 for Master Fire Alarm boxes.
- The Fire Alarm Division collected \$650 for commercial sprinkler inspections and \$525 for commercial fire alarm inspections.
- As part of a total rehabilitation project, the Fire Alarm division installed new underground trunk cable along Chestnut Street and new feeder cables to businesses and side streets.
- New underground cable was installed along Great Plain Avenue from Chestnut Street to Linden Street as part of a continuing maintenance program.
- The Fire Alarm division Assistant Superintendent was elected Vice-President of the International Municipal Signal Association.
- The Fire Chief attended the second course in the four year National Fire Academy's Executive Fire Officer Program. This program is designed to provide senior officers with a broad perspective on various facets of fire administration including management of change, leadership styles, pro-active fire protection planning, fire prevention and suppression strategies, and working within the organizational structure.
- Several of our members attended the On-Campus State Weekend Training Program sponsored by the National Fire Academy. This training program affords officers and those interested in becoming officers an opportunity to gain valuable management and supervisory training.

#### FY'93 Forecast

- The Fire Department looks forward to hiring another firefighter to replace one.
- The Fire Prevention Bureau will, once again, actively promote a new national coloring contest sponsored by Emergency One and Navistar International.
- With the concern over chemicals/toxins and hazardous waste spills, the Fire Prevention

Bureau is looking forward to establishing pre-fire plans for target hazards.

 The Emergency Medical Services division is looking forward to receiving advance training bringing our EMT-D's up to the level of EMT-I which would allow them to administer drugs and I.V.'s to patients, under the direction of a physician. This would then qualify the Department for an Advanced Life Support System license.



# Civil Defense



Julius T. Fedel

Needham Civil Defense works closely with the Board of Selectmen and all other town agencies, as well as with the Commonwealth's Office of Emergency Management, in helping to maintain the town's state of readiness to deal with an emergency. In addition to helping with planning activities, Civil Defense stands ready with trained manpower and equipment to assist the town in the protection of persons and property and in the restoration of normal services. Many of our volunteers have served for a long time and bring the experience of previous emergencies as well as their skills in industry to the service of the town in times of stress.

The Police Auxiliary continues its training programs and support for community events such as the High School Graduation Party, Memorial Day, the Fourth of July activities, Halloween, the Charles River canoe races and

road races sponsored by the Park and Recreation Department.

While Needham did not suffer the ravages of Hurricane Bob to the extent felt in other communities, there was significant tree damage and power outages.

#### **FY92 Budget Data**

Salaries \$3000 Expenses \$14,406 Capital Outlay 0

Number of Employees
Full Time 0
Part Time 1
Sworn Volunteers 35

Total \$17,406

#### Communications

Many of the volunteers for Needham Civil Defense over the years have come from the ranks of radio amateurs whose traditions and charter mandate assisting in emergencies. Civil Defense is fostering the reestablishment of the Needham Amateur Radio Association to bring together the town's nearly 100 radio amateurs. This effort is not only expected to draw additional support for CD activities, but also to allow extended opportunities for young people to get involved in technical hobbies and for older citizens to work with young people and to explore new involvements and experiences.

#### **Auxiliary Police Program**

Susan Collins, an Auxiliary Police Sergeant and another longtime volunteer, has been named

Chief of Auxiliary Police. We welcome Sue to her new duties and expect that the members of the auxiliary will continue to render the same high quality of public service under her guidance as has been evidenced in the past.

#### A Year of Mixed Blessings

The year 1992 brought a degree of sadness to the volunteers that make up the Needham Civil Defense as it was marked by the deaths of two of its longtime members. Sylvia Fedel, wife of the director, had helped with office and paperwork over the many years that her husband has served. Also lost was Jonathan Tipton, a Deputy Director and Chief of the Auxiliary Police. Jon was a familiar figure, along with the other members of the Auxiliary, in providing volunteer traffic and safety assistance for many public events. Their presence will be missed.

#### **Volunteers Needed**

Civil Defense is staffed by Needhamites who have a commitment to easing the burden on their fellow citizens in times of stress and who volunteer their special skills to that end. We are always pleased to have additional volunteer join our ranks. We are looking particularly for additional personnel in our Auxiliary Police unit. It should be noted that several of our volunteers have gone on to careers in police work, both here in Needham and elsewhere.

# **PUBLIC SAFETY**

# **Building Department**

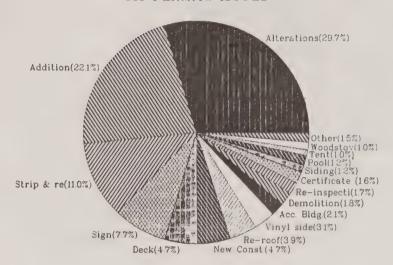


rmand LaVigne, Building Inspector; Andrew Frown, Plumbing Inspector; Donald B. Griffin, Wiring Inspector

This department is responsible for reviewing pplications and plans to construct, alter and emolish any building or structure, for complince with applicable Zoning By-Laws, Massahusetts State Building Code, Massachusetts tate Fuel, Gas and Plumbing code, Massachusetts State Electrical Code and the Town of Jeedham Sign By-Law.

The Massachusetts State Building Code also equires this department to inspect public buildings. There are 13 places of worship, 15 day care ites, several state group homes, 4 nursing home acilities, Glover Memorial Hospital, The tharles River Association for Retarded Citiens, The Walker Home, 7 public schools, 2 rivate schools, and approximately 45 other laces of assembly that require inspections proughout the year to insure that these structures comply with the Building Code for public afety, ingress and egress.

Responding to inquiries about what one is flowed to do at his property has been a major esponsibility of the Building Inspector. It is the respector who must determine that all permits 7\*1^91 THRU 6+30\*92 815 PERMITS ISSUED



for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

#### Budgetary Data

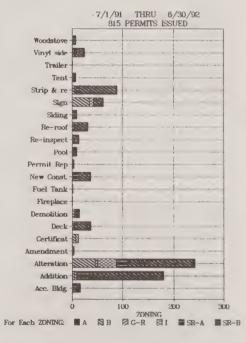
Duage.	· j · z · · · ·	No. of Employees:	
Salaries	\$131,134.86	Full-time	3
Expenses	4,200.13	Perm. part-time	3
Total	\$135,334.99	Part-time	7

This Department issued a total of 2,515 permits and collected \$320,100.40 this year in permit fees.

	1988	1989	1990	1991	1992
lew Single Family Dwellings	24	28	19	23	36
ew Two Family Dwellings	and the same of	1	_	1	
ew Non-residential Buildings	4	5	3	2	2
onversion to Two Family		3			_
dd/Alter Existing Residential Buildings	587	572	538	566	559
dd/Alter Existing Non-residential Buildings	108	92	77	129	122
emolish or Relocate	. 23	24	20	17	14
wimming Pools	16	9	15	12	10
igns	68	46	60	47	63
otal	830	780	745	774	806

#### umber of Permits Issued/Fees collected

	1988	1989	1990	1991	1992
uilding	744/\$153,470.	725/\$207.735.	670/\$148,141.	738/\$190,864.	744/\$ 247,294.
umbing	520/\$ 12,709.	593/\$ 17,975.	526/\$ 15,558.	557/\$ 16,520.	677/\$ 20,881.
as	221/\$ 4.113.	237/\$ 6,664.	223/\$ 4,855.	280/\$ 5,710.	249/\$ 5,775.
/iring	794/\$ 41,520.	810/\$ 44,686.	954/\$ 39,425.	786/\$ 41,681.	774/\$ 42,670.40
gns	68/\$ 1,420.	46/\$ 2,480.	60/\$ 2,830.	47/\$ 2,560.	63/\$ 3,080.
wimming Pools	16/\$ 1,440.	9/\$ 350.	15/\$ 650.	12/\$ 500	10/\$ 400.
lisc. Fees	\$ 1,414.	\$ 1,781.	\$ 4,542.	\$ 3,735.75	\$ 2,903.75
ntals	2 363/\$216.086	2 428/\$281 871	2 461/\$216 326	2 402/\$261 570 75	2 515/\$ 323 004 15



### PUBLIC FACILITIES

# **Public Works Department**



Robert A. MacEwen, Director of Public Works; David F. Greenwood, Town Engineer; Roger A. Stolte, Superintendent, Highway Division; Richard P. Merson, Assistant Director of Public Works and Superintendent, Sewer Division; Bruce E. Nagler, Superintendent, Water Division; John F. Cusick, Superintendent, Park Division

#### Purpose:

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

**Budgetary Data:** 

Personal Services	\$2,558,485.
Expenses	2,013,422.
Capital Expenses	223,093.
MWRA Sewer	2,394,718.
MWRA Water	<u>131,168.</u>
Total	\$7,320,886

No. of Employees	
Full Time	76
Part Time	11

#### FY'92 Highlights:

Recycling markets remained unstable.

Shipped 8,356 tons of rubbish to Wheelabrator Millbury and 4,800 tons of rubbish was buried in the landfill.

Composted 4,427 tons of yard waste, and recycled 1,110 tons of newspaper, 314 tons of glass, 26.24 tons of corrugated cardboard, and 9.53 tons of tin cans (began 3/1/92).

Removed 95 tons of metal from the waste stream.

Goodwill began its program at the landfill September 1991 and received 97 tons of textiles.

Disposal Area user sticker program implemented 12/1/91.

Resurfaced 6.3 miles of roadway and 3.07 miles of sidewalk.

Reconstructed and resurfaced 1.10 miles of South Street, from Dedham Ave. to Chestnut St. 51 miles of traffic markings were installed. Undergrounding of utilities on Chestnut Street nears completion.

Rosemary Lake received new sluiceway.

Clean-up and restoration after Hurricane Bob of 8/19/91.

Installed lights on scoreboard to illuminate Memorial Park Track.

Loam, seed and sod worn areas at Defazio Complex, Cricket and Claxton Fields.

Construction of the MWRA Wellesley Extension Sewer Replacement continued. MWRA Sewer charges increased 16 percent.

Sewer main extensions installed on Brookside Rd., South St., Washington Ave. and West Street.

Water main replaced on portions of Great Plain Ave., Central Ave., High Rock St., Linden St., Maple Terrace, Walnut St., Henderson St., Memorial Circle, Manson Road and Dana Place.

New emergency power generator installed at DPW Building.

#### **Administration Division**

Service to Assessors

Administrative Service to All Divisions	\$171,072.
Water Records, Data Entry, Cust Relations	tomer 24,012.

<b>Engineering Division</b>	
Comico to Dublic Works	212 114

Garage and Equipment Division Operation, Maintenance and	
Repair of Equipment	214,823.
Public Works Building	73,242.
Equipment Replacement	204,938.
Emergency Power Generator	30,446.
Highway Division	
Maintenance of Public Ways	639,942
Disposal Area Operation	1,099,318
Traffic Control	
Signs and Posts	11,458
Pavement Marking	12,916.
Signal Maintenance	44,216.
Parking Meter Collection and	
Maintenance	41,460
Special Projects	
Needham and Needham Hts squ	ares
improvements. State Aid	34,367.
Traffic Consultant	5,863.
Landfill Consultant	19,654
State AidSouth St., from Gt. Pl	lain
Ave. to Dedham Ave., Charles	
River St. & various other street	s. 367,173.

Service to Planning Board

Service to Other Agencies

6.541

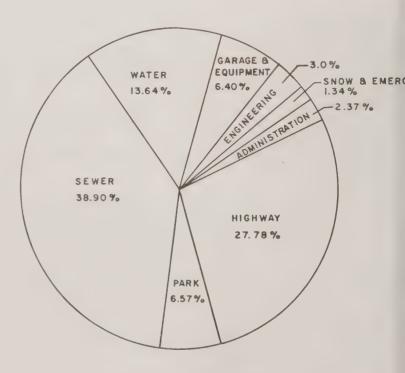
11.737.

#### **Park Division**

Forestry	
Tree Removal	57,861
Pruning and Surgery	48,640
Shade Tree Planting	12,501
Roadside Brush & Grass	22,350
Park Maintenance	73,046
Equipment Maintenance	23,163

#### HOW THE FUNDS WERE EXPENDED

15,553.



TOTAL \$7,320,886

# PUBLIC FACILITIES

Park and Recreation Athletic Field Maintenance Town Commons Rosemary Pool Ice Maintenance Equipment Maintenance Ridge Hill Reservation Memorial Park	134,882. 9,749. 25,026. 11,021. 15,858. 25,818. 71,777.
ewer Division	
Maintenance of Sewers	236,367.
Pumping Station Operation,	250,507.
Maintenance & Repair	161,788.
Maintenance of Drains	121,486.
Intra Division Service	15,963.
Sewer Construction	34,350.
Sewer System Rehabilitation	117, 425.
Storm Drain Improvements	5,001.
Pump Station Rehabilitation	11,217.
Massachusetts Water Resources	
Authority Sewage Disposal	2,394,718.
Vater Division	
Supply & Pumping	219,149.
Treatment	45,600
Distribution	373,461.
Customer Service	48,034.
Water System Rehabilitation	266,396.
Massachusetts Water Resources	
Authority Water Purchase	131,168.

Water Meter and Hydrant Replacement	19,072.
Snow and Emergency	
Snow	
Street Plowing	19,761.
Sidewalk Plowing	3,526.
De-Icing Sand & Chemicals	61,917.
Equipment Repair	8,358.
Emergencies	
Disposal Area	4,951.
Sewer	10,012.
Water	5,833.
Hurricane Bob Storm Damage	39,117.
FY'93 Forecast	

Traffic Control Signals will be replaced at two intersections in Needham Square and in Needham Heights.

Undergrounding of utilities on a resurfacing of Chestnut Street as per vote of 1988 Town Meeting will be completed.

South Street from Chestnut St. to Dover line to be reconstructed and resurfaced.

Great Plain Avenue, from Greendale Ave. to Harris Ave., to be resurfaced.

West Street to be reconstructed and resurfaced.

Continue school walking route sidewalks resurface program.

Central Avenue/Eliot Street Bridge over the Charles River will be rehabilitated with State funds by joint contract with Newton.

Charles River St. Bridge to be rehabilitated.

Finalize plans to close landfill.

Develop construction plan for expanded recycling area.

Develop regional approach for recycling.

Request State grant funds for recycling and compost equipment.

Wellesley Extension Sewer Replacement will approach completion ahead of schedule.

Implement geographic information system (GIS) associated with sewer infiltration and inflow reduction.

Re-activate third well in Charles River Aquifer with DEP approval.

Reduce net amount of water purchased from MWRA by transferring excess water from Needham wells to MWRA during cold weather

Dunster Road standpipe to be rehabilitated.

Water mains will be replaced on portions of Great Plain Ave., Hunnewell Ave., Taylor St., Green St., and Lawton Rd.

# HUMAN SERVICES Glover Memorial Hospital

















arry Smith, Chairman, Harry Allen, Philip Christophe, John Coggswell, Priscilla asse, Robert Heald, Richard Luskin, dward Murphy, Philip Reed, V.K. Saini, effrey Somers; Not pictured, Frank Niro, dministrator

#### 'urpose:

During FY 1992, Glover Memorial Hospital ontinued to:

Offer high quality medical care to residents of leedham and surrounding communities.

Play a leadership role in working with the ocal medical community, other health agenies, town departments and community-based rganizations.

Address the future healthcare needs of the

community through the acquisition of state-ofthe-art medical and surgical technology and recruitment of new physicians to the area.

Sponsor educational forums, health risk screenings and other events to promote the benefits of preventative health care.

<b>Budgetary Data:</b>	
Salaries & Wages	\$9,473,661
Supplies & Other Expenses	6,402,846
Town Expenses	1,581,325
Depreciation/Interest	811,943
Capital Acquisitions	2,517,233
Total	\$20,787,008
Number of employees	

172 Full Time 262 Part Time

#### FY'92 Highlights:

Renovations of the Hospital's North Wing concluded with the opening of the Same Day Surgery Suite in March '92.

Completion of the Same Day Surgery Suite in

Early March marked the official opening of Glover's new Ambulatory Services Center. The Center offers a wide range of medical and surgical services, all performed on a same day or outpatient basis.

Glover recruited doctors with special interests in the areas of diabetes, internal medicine, allergies and podiatry to the medical staff, thereby enhancing the delivery and availability of healthcare in the Needham area.

Glover Hospital continued to make significant progress in updating equipment and facilities.

Major improvements in hospital facilities included the installation of a state-of-the-art boiler system for improved efficiency in hospital heating and cooling systems, complete renovations to the Admitting and MIS area, improvements in the Laboratory and Pharmacy air conditioning systems as well as enhanced capabilities in the Emergency Department Exhaust Systems.

Glover completed the installation of a sophisticated hospital-wide, fully integrated management information system. The system allows for the integration and immediate processing of

# **HUMAN SERVICES**

patient information from a multitude of sources within the Hospital. Glover also invested in a premier laboratory computer system which dramatically improves the efficiency and quality of processing and results reporting.

Glover continues to invest in sophisticated medical and surgical equipment designed to continuously improve the quality of patient care. Major purchases included a state-of-the-art ultrasound machine offering enhanced imaging capabilities, a pulmonary function testing metabolic cart for comprehensive cardiopulmonary fitness testing, an advanced Kodak lab analyzer, multiple colon/doudenovideoscopes and a transurethral resectoscope for endoscopic procedures and a cardiac rehab telemetry monitor.

Glover demonstrated continuing commitment to the integration and practical application of a quality improvement process throughout all hospital departments.

Glover is now in the fifth year of its commitment to quality improvement. During FY'92, many of Glover department heads took part in intensive, group training exercises covering the theory and application of continuous quality improvement. Glover continues to off er regular training in continuous quality improvement technique and applications, in preparation for the next year's survey by the Joint Commission on the Accreditation of Hospital Organizations.

Utilization of the hospital's outpatient services remained strong.

Several services in the area of Rehabilitation Services grew impressively, with speech therapy showing a most respectable 26% gain in patient volume. Outpatient volume in radiology services grew most significantly, with a 21% gain in nuclear medicine volume and a 20% gain in CT scan volume. Other outpatient services which registered volume gains included ultrasound (8%) and Respiratory Therapy (6%). Inpatient volume statistics for ultrasound, nuclear medicine and CT scan also registered impressive gains of 27%, 18% and 17%, respectively.

The Glover Memorial Hospital Aid Association continued to provide valuable assistance and support for important patient projects.

During FY'92, funds distributed by the Aid allowed the hospital to purchase video equipment for use in conjuction with ophthalmological microscopes in the Surgical Services Suite. Funds distributed by the Aid were also used to purchase telephones for patient use.

John D. Dalton was appointed as Glover's Administrator, replacing Frank A. Niro, III.

#### FY'93 Forecast:

The first Glover Memorial Hospital Annual Appeal will begin i mid-November, with a goal to raise \$150,000. The funds will be utilized throughout the hospital for purposes of upgrading and acquiring new technology. A town-wide mailing will kick off the appeal in late November, with a direct solicitation of local businesses and potential major donors to follow.

Glover will initiate a physician referral service. This service, provided free of charge to the public, will enhance Glover's standing as the leading medical resource in the community.

Glover's ongoing efforts to recruit high caliber physicians to the medical staff will continue,

as will the Hospital's effort to retain the highest quality staff of employees.

Glover will continue to pioneer in the development of new services, and in the acquisition of new technology, appropriate for a community-based healthcare facility. In this respect, Glover plays a leadership role in the diagnosis and management of chronic illness. The Hospital will continue to invest in the technology and services to meet the ever growing demand for quality outpatient and same day healthcare services.

#### Marketing and Planning Glover Memorial Hospital

105pitai			WW.10.4
FY89	FY90	FY91	FY92
70	70	70	70
7	7	7	7
6	6	6	. 6
170	C- 106	C= 161	Sr- 158
1/8			
			<u>Jr- 27</u>
178	228	194	185
	Sr-30,080	Sr-25,000	Sr- 26,000
		,	Jr- 1,500
23.250			27,500
25,250	52,000	20,100	27,500
2,256			2,239
414	<u>451</u>	<u>480</u>	<u>392</u>
2,670	2,676	2,683	2,631
10.140	17 265	14 537	13,913
		,	1,515
			15,428
,20,901	10,990	10,501	13,420
s:			
1,010	954	903	1,010
3,080	3,224	3,596	3,411
	4,178	4,499	4,421
,,,,,			
12.070	12.502	12 226	12.251
13,879	13,592	13,230	12,351
26,059	25,586	25,303	24,983
,			
160,000	160 462	175 020	174,658
160,092	109,403	173,029	1/4,030
	70 7 6 178 178 23,250 2,256 414 2,670 19,140 1,761 20,901 s:	FY89  FY89  70 7 7 7 6 7 7 6 6  178  Sr-186  Jr- 42 228  Sr-30,080  Jr- 1,986 32,066  2,256 414 2,670 2,676  19,140 17,265 1,761 20,901 18,998  s:  1,010 954 3,080 4,090 4,178  13,879 13,592 26,059 25,586	FY89         FY90         FY91           70         70         70           7         7         7           6         6         6           178         Sr-186         Sr-161           Jr-42         Jr-33           178         228         194           Sr-30,080         Sr-25,000           Jr-1,986         Jr-1,100           23,250         32,066         26,100           2,256         2,225         2,203           414         451         480           2,670         2,676         2,683           19,140         17,265         14,537           1,761         1,733         1,764           20,901         18,998         16,301           s:         1,010         954         903           3,080         3,224         3,596           4,090         4,178         4,499           13,879         13,592         13,236           26,059         25,586         25,303

# **Board of Health**



Rachel E. Spector, Saul Adams, Frederic Cantor, Director; Notpictured, David Bellinger

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well-being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

#### **Budgetary Data**

Permits

Traveling Meals

**Total Receipts** 

Salaries \$170,464. Employees Expenses 6,825. Traveling Meals Contract 29,497. Total \$206,786.

Total \$206,786.

Receipts
Clinics 7,25
Miscellaneous 7.
Nutritional consultations 4,28

15,26

28,06

\$54,86

Mental Health/Mental Retardation/ Emergency Shelter

Agencies 43,24
Charles River 5,90
Total \$49,14

#### **Public Health Nursing**

The public health nurses continue to off health promotion, counseling, screenings, ir munizations and communicable disease follow up to the community. They coordinate the WProgram, Federal Fuel Assistance, Surpl

# **HUMAN SERVICES**

oods, the Good Neighbor Program, and liense the nursery schools, day care programs, fter-school programs, summer camps and taning parlors within the town.

The following Communicable Disease statiscs represent those reported during the last tree years along with some of the screening rograms and activities that the nurses perormed during the year:

#### ommunicable Disease

	FY90	FY91	FY92
Blastocystis Hominis	0	0	1
Campylobacter	6	8	1
Chicken Pox	172	58	109
Giardiasis	7	11	14
Hepatitis	1	1	0
Lyme Disease	0	0	2
Malaria	0	1	0
Meningitis	1	2	3
Pertussis	8	1	1
Rubella	3	0	0
Salmonellosis	39	11	3
Shigellosis	0	0	1
Tuberculosis	0	3	1
nimal Bites			
Cats	3	6	4
Dogs	17	22	22
Other	5	2	5
mmunizations			
Influenza	1979	2000	2200
Other Immunizations	10	45	31
creening Programs			
Colo-Recial Cancer	37	92	86
Employee			
Office Visits	n/a	279	323
Glaucoma	61	121	117
Hearing	542	497	593
Hemoglobin	40	28	21
Lazy Eye	26	72	0
Mantoux Testing	269	234	179
Pb (lead) Blood Test	145	50	55
Postural Screening	155	188	167
Skin Cancer			
Screening		98	104
Vision	509	479	657
elephone calls-Hlth. Inf	o n/a	n/a	1083

#### Maternal & Child Health Promotion

WIC (Women/Infants/			
Children) Sessions	6	6	4
Attendance			
(families)	113	92	85
Parenting			
Seminars	23	23	20
Attendance	163	197	112
Licenses			
Day Camps	2	2	2
After School Day-Care	3	3	3
Day Care	14	14	13
Tanning Parlors	0	2	2
Outreach Programs			
Coordination of Local			
Family Assistance	n/a	43	65
ederal Energy			
Assistance (families)	172	180	160
ederal Surplus Food			
(families)	672	613	561

Health Guidance			
Home Visits	244	123	80
Salvation Army-Good			
Neighbor (families)	22	12	8
School Nursing Hours	261	230	228

#### Mental Health/Mental Retardation

#### Mental Health:

During FY92, the Needham Guidance Clinic provided a full range of outpatient mental health services for children, families and adults, including: individual and family therapy, substance abuse counseling, diagnostic evaluations, psychiatric/medication consultation, psychological testing and consultation to schools and other local service agencies.

Over the course of the year, the numbers of Needham residents receiving services were as follows:

Total: 245

Male: 104 Female: 141

Total hours of service in FY92: 2,124

Needham citizens unable to pay the full cost for services are charged a sliding scale fee based on their ability to pay. (88% of clients seen are low income based on Federal guidelines.) For each \$1 of town funding, Needham Citizens receive \$3 in mental health services.

The Multi-Service Center provides Needham adolescents access to an emergency shelter. Outpatient counseling services are 100% subsidized by state and federal funds. In FY92, 29% of the shelter services provided to Needham adolescents were subsidized from sources other than Town of Needham funds. Statistics for FY92 are as follows:

Service Type:	FY92
Emergency Shelter	
Bed Nights	117
Clients Served	5
Counseling Hours	54
Outpatient Counseling (100% subsidized by and Federal sources)	
Clients	21
Counseling Hours	157

#### Mental Retardation

The Charles River Association for Retarded Citizens, Inc. is a non-profit, charitable provider and advocacy agency providing services to residents of Needham, Dedham, Wellesley, and Weston. The Association operates residential homes in Needham which house over 30 people. Sixty-eight Needham residents are involved in one of Charles River's workshop, recreation, advocacy or counseling programs.

#### **Environmental Health**

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, and permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and federal regulations. Below is a listing of environmental health field inspections and telephone and office consultations performed by the Board of Health Sanitarian in FY92:

	FY90	FY91	FY92
Camp field inspections	7	1	2
Carbonated beverage			
inspections/consults	2	2	5
Chapter 21E-			
Environmental consult		30	17
Food services-initial and	d		
follow-up inspections,			
consults, and	400	242	517
plan review	490	342	547
Chapter II housing inspections/consults	70	39	49
General nuisance	70	39	77
inspections/consults	169	155	22
Professional meetings	107	100	
attended	5	15	10
Rabies Clinics	1	1	2
Demolition Release			
inspections/consults	79	13	10
Sewage and Sewerage			
inspections/consults	136	115	167
Subdivision field			
inspections/consults	80	39	31
Swimming pool	0.0	20	20
inspections/consults	80	39	28
Licenses & Permits			
Dicenses of 1 ci iiits			

Licenses & Permits			
	FY90	FY91	FY92
Animal Permits	7	8	8
Bottling Plant			
Licenses	1	1	1
Burial Permits	234	241	256
Funeral Directors			
Licenses	4	4	4
Food Establishment			
Licenses	79	78	86
Food Establishment			
Licenses-Temporary	4	4	7
Massage Establish-			
ment Licenses	1	0	1
Massage Licenses	1	3	4
Milk License—Store	49	55	50
Rubbish Disposal			
Permits	63	47	51
Semi-Public/Public			
Swimming Pool			
Permits	5	5	5
Septic Haulers			
Permits	3	7	10
Subsurface Sewage			_
Installation Permits	2	3	7

#### **Public Health Nutrition**

An eight week series of weight management and behavior modification classes with an additional eight week maintenance program is offered throughout the year. Participants learn how to budget fat, eat healthier meals, increase daily activity and include favorite foods that will result in permanent weight loss.

Individual nutritional counseling for management of diabetes, hypertension, high blood cholesterol and weight loss is provided at the office of the Board of Health, on a fee-forservice basis.

Sheila Spector, R.D., Board of Health Nutritionist continues to provide nutritional counseling for the Glover Memorial Hospital outpatient nutrition clinic.

# NEEDHAM SERVICES LISTING

Adult Education	School Department	455-0866
Animal Control	Police Department	455-7570
Baby Sitters	Youth Commission	455-7518
Birth Certificate	Town Clerk	455-7510
Block Party Permit	Board of Selectmen	455-7500
Blood Pressure Screening	Board of Health	455-7523
Business Certificates	Town Clerk	455-7510
Census Information	Town Clerk	455-7510
Certify Petitions	Town Clerk	455-7510
Communicable Disease Information	Board of Health	455-7523
Crisis Intervention, Senior	Council on Aging	455-7555
Day Care, Licensed	Board of Health	455-7523
Death Certificate	Town Clerk	455-7510
Dog Licenses	Town Clerk	455-7510
Disposal Area Stickers	Treasurer	455-7504
Emergencies	Police Department	911
Employment, Youth	Youth Commission	455-7518
Environmental Health	Board of Health	455-7523
Excise Tax Payments	Treasurer	455-7504
FCC	Town Clerk	455-7510
Fire-Emergency	Fire Department	911
Fire Information	Fire Department	455-7580
Fishing License	Town Clerk	455-7510
Fitness Trail	Ridge Hill	449-4923
Flu Clinic	Board of Health	455-7523
Fuel Assistance	Board of Health	455-7523
Garbage Pick up	Treasurer	455-7504
Gas Leak	ComGas Emergency	800-572-933
Health Benefits - Seniors	Council Aging	455-755
Hospital	Glover Hospital	444-560
Leaf Rakers	Youth Commission	455-751
Legal Questions	Police Department	455-757
Library	Library Department	455-755
Marriage License	Town Clerk	455-751
Nomination Papers	Town Clerk	455-751
Notary Public	Town Clerk	455-751
Nursery School List	Board of Health	455-752
Parking Ticket Hearings	Parking Clerk	455-753
Parking Ticket Payment	Treasurer	455-750
Police Emergency	Police Department	91
Pool Passes	Park and Recreation	455-752
	Boston Edison	262-470
Power Outages	Park and Recreation	444-721
Program Line	Treasurer	455-750
Property Tax Payment	Board of Health	455-752
Rabies Clinic	Park and Recreation	455-752
Recreation Registration	Town Clerk	455-751
Residential Street Listings	Public Works	455-753
Resurfacing Information	School Department	455-040
Schools	School Department	133 0 10

School Closings	Announced on Boston Radio Stations	
enior Center	Council on Aging	455-7555
enior Lunch Program	Council on Aging	455-7555
eptic Tank Locations	Board of Health	455-7523
ewer Line Backups	See Yellow Pages—Sewer Cleaning	
now Shovelers	Youth Commission	455-7518
ocial Security Information/Referral	Council on Aging	455-7555
ports Organization Information	Park and Recreation	455-7521
treet Light Outage	Boston Edison	361-8606
-passes for Seniors	Council on Aging	455-7555
ax Return Assistance-Seniors	Council on Aging	455-7555
Cennis Passes	Park and Recreation	455-7521
ransportation, Seniors	Council on Aging	455-7555
ravelling Meals	Board of Health	455-7523
ree Limbs on Wires	Boston Edison	262-3700
Voter Registration	Town Clerk	455-7510
Vater Bill Payment	Treasurer	455-7504
Youth Services	Youth Commission	455-7518

# **GENERAL INFORMATION**

	Town Hall	455-7500	
Assessors	455-7507	Park & Recreation Commission	455-7521
oard of Health	455-7523	Planning Board	455-7526
Building Department	455-7542	Police Department	455-7570
Civil Defense	455-7565	Public Works Department	455-7534
Council on Aging	455-7555	School Department	455-0400
ire Department	455-7580	Town Clerk	455-7510
Glover Memorial Hospital	444-5600	Treasurer/Tax Collector	455-7504
Housing Authority	444-3011	Veterans Services	455-7532
ibrary	455-7559	Youth Commission	455-7518



Summer brings time for a quiet sail on Rosemary Lake

## **HUMAN SERVICES**

Nutrition Education Pr	rogram	ıs	
	FY90		FY92
Behavior Modification/			
Weight Control Class	42	72	40
Participants	n/a	72	36
Cholesterol Screening	356	0	294
High School—			
Wellness/Nutrition	6	5	6
Elderly Health			
Senior Keep Well Clinic	27	21	29
Participants	220	223	138
Patient Conferences— Nutritional Counseling Office Visit (fee-for-	; <b>:</b>		
service 1989)	365	169	106
Glover Outpatient Nutrition Clients		31	41
Telephone nutritional consults	112	95	168
consuits	112	95	10

#### **Traveling Meals Program**

Now in its twenty-second year, this program is overseen by the Nutritionist. For \$3.56 per day two meals are delivered to homebound clients by over one-hundred community volunteers.

Number of meals delivered	7452	7406	8286
Number of client	,	<b></b>	1.50
home visits	n/a	58	158
New Recipients	77	73	106
Average Daily recipie	ents 29	28	32
Weekend Deliveries		151	168
Average weekend			
recipients		3	3
Total Receipts:	\$24,102	\$25,442	\$29,498
Total volunteer hours	1,978	2,390	1,816

#### **FY92 Highlights**

For FY92 the Board of Health reports the following highlights: 1) The Board passed a comprehensive regulation restricting smoking in public places, restaurants, and work places and regulating the retail sale of tobacco products. Restaurants with more than 25 seats must have at least 75% no-smoking seating. 2) Working with the Norfolk County Mosquito Control Project, the Board developed a new system for notifying residents of dates, times, and locations of mosquito control activities. 3) 2200 persons received flu immunizations. 4) Over 500 Needhamites participated in a Board of Health screening program. 5) There were over

1500 visits to the Board of Health for wellness and blood pressure checks. 6) The Traveling Meals program delivered 8,286 meals. 7) The Board responded to reports of raccoon rabies in Connecticut, by increasing its educational efforts and holding its first-ever rabies clinics for cats, as well as dogs. 8) The Board began enforcement of the new Department of Public Health Tanning Parlor Regulations.

#### **FY93 Forecast**

Identifying and reducing preventable health risks will continue to be a priority for the Board of Health. Environmental concerns, and licensing and inspection of food service establishments and day care centers, will remain priorities New and re-emergent infectious diseases such as AIDS, TB, and animal rabies will require increased resources for prevention and control Complex new and revised, state and federal regulations pertaining to lead paint, septic systems, water quality, and air quality will require increased staff training. The Board will increase ingly rely on expert committees to provide advice on complex technical and sociological issues such as: mosquito control, raccoon rabies control, and mental health services.

# Department of Veterans' Services



Terrence W. McGuire, Jr.

#### Purpose:

The Department of Veterans' Services performs those functions assigned to it by Chapter 115 of the General Laws of the Commonwealth. Chief among those functions is the administration of a program of benefits provided to Veterans and their families who are in need. The Department is assigned the responsibility for Veterans' graves, including their care and upkeep. A depository of discharges and records of service is maintained within the Department and can be an invaluable source of documentation when need arises. Point of contact service is maintained for matters to be brought before the Department of Veterans' Affairs of the federal government, including claims for pensions, compensation for service-connected disabilities, educational benefits, burial benefits, and headstones and markers. Applications for hospitalization and medical care are also processed. Representation before hearing panels and appeal boards of the Department of Veterans' Affairs is provided through the Office of the Commissioner or Veterans' Services of Massachusetts.

#### **Budgetary Data:**

Personal Services:	\$40,390
Expenses - Veterans:	3,200
Expenses - Parking	
Clerk:	2,675
Veterans' Benefits:	54,700

#### FY'92 Highlights:

Current economic factors have caused an increase of benefits caseload over the past two years. Lay-offs in high tech firms have had an impact. We are conducting a job-search program to the extent possible to ease the situation.

Federal guidelines for medical care in the Department of Veterans Affairs facilities have solidified. Currently, treatment for service-connected conditions is provided. Veterans who have non-service connected conditions will be treated provided they pass a means test. There is a \$2.00 per prescription fee that is charged for all medications.

The amount of direct payments to Needham's Veterans increased somewhat. They exceeded \$2,800,000. New claims filed this year resulted in payments of more than \$250,000. Death payments against government life insurance policies amounted to \$150,000.

Again, the local posts of the American Legion and Veterans of Foreign Wars assisted in placing flags on the graves of 1500 Veterans in Needham for Memorial Day. Members of the Beth Shalom Garden Club beautified the Vietnam Memorial with plantings on Memorial Day. Their help is much appreciated.

The Parking Program was expanded to the pay lots at the various MBTA lots. Initial problems have been resolved and an excellent collection system devised by the Police Department Notice programs are on-going and collections consistent.

#### FY'93 Projections:

Eligibility for various programs is based or complex factors, varying from case to case Please come by the office or call and discuss your cases with us. We are here to serve you and only too happy to do so.



Visitors enjoy a 1st Grade program at Hillside School

# Youth Commission



ichard Creem, Chairman, Norris Bussell, David McGuire, Thomas Engelman, Director; Not ictured, Tom Lambert, Charlotte Sidell

#### urpose:

Since its creation, the Commission has initied programs and services to address the ever
nanging needs of Needham youth and families.
he Youth Commission was created twentyve years ago at the 1967 Annual Town Meetneed the purpose of the Commission is to assure
rograms and services exist to promote the
ocial and mental growth of Needham young
eople. The Commission is committed to famy support and safety with services ranging
om babysitter matching services to substance
buse counseling. Providing these services beomes even more vital in the present time.

The commission responds to issues of subance abuse by providing awareness and interention programs. Counseling, employment ervices and community-based educational prorams are available for Needham residents. The permission acts as a "first line" of services for ens and families in need, and a "final resource" hen other services are not available due to ervice reductions or financial limitations.

The Youth Commission Board, six adults and yo youth representatives, meets monthly to erve as a forum to assure effective implemention of the Commission's objectives.

udgetary Data:

alaries	\$73,666	No. of employees:	
xpenses	2,269	full time	2
apital Outlay		part time	0
otal	\$75,935		

#### Y'92 Highlights

Due to funding restrictions in FY'90, the ommission is operating without a Caseworker and an Administrative Clerk. All services are rovided by the Director and Youth Services ounselor. This reduction forced the elimination of services and the continuation of those maining programs at a reduced level.

Substance Abuse Awareness Services proded are in response to local alcohol and drug oblems. Referrals to the Substance Abuse wareness Program were from the Dedham istrict Court and Needham High School. The ajor accomplishments of the substance abuse vareness services included:

370 hours of education and treatment were provided to 21 adolescents referred for Substance Abuse Awareness Programs.

Assessments for substance abuse problems were provided to Needham families.

Sponsor of the Needham Chapter of Students Against Driving Drunk (S.A.D.D.) with 760 members.

· Provided high school freshmen with a "Survival Kit" written by teenagers urging

them to make responsible decisions, and to become involved with school and community activities, and not to drink and drive.

- · Sponsored S.A.D.D. Awareness Week, March, 1992: 960 students were involved with awareness programs on the consequences of drinking and driving. Law enforcement agencies provided speakers on the legal implications of drunk driving to 420 students.
- · Distributed the Parent-Teen "Contract For Life" where teens and parents were asked to discuss the S.A.D.D. pledge to not drink and drive.
- · Distributed senior "Graduation Kit" to every graduating senior as a reminder to not drink, use drugs or drive impaired.
- · Sponsored a presentation by The Improbable Players on decision making and substance abuse to 420 teenagers.

Community Service Restitution Program provides volunteer opportunities in community agencies as an alternative sentencing option for court referred youth offenders. Provides offenders with community service work to avoid a criminal record or jail sentence and benefit the community.

- · 27 offenders referred.
- · 1,643 hours of court ordered service

Counseling Service and Community Outreach provides confidential family, group and individual short-term counseling to help cope with situations at home, school, or community.

- · Counseled 75 individuals and families.
- · Referred 235 individuals and families for further counseling.
- · Received 470 information requests from teens and families.
- Reprinted and distributed "The Parent's Guide To: Child Care, Activities and Resources For Children in Needham" in response to the demand for child care information in collaboration with other Town Departments.
- Worked with parents, community groups and schools on drug problems, family stress and prevention programs.
- Participated on the School Committee Task Force On HIV/AIDS education and established resource information for teenagers and parents.

**Employment Program** provided services to youth three days per week.

- Provided young people ages 12 to 21 with employment counseling and job referrals.
- Supplied residents and employers with employee referrals.

# **HUMAN SERVICES**

- Collaborated with the Community Classroom Program at the Needham High School.
- 525 young people received counseling and information.
- · 255 youths placed in jobs.
- · Responded to 460 residential job requests.
- Received 125 job listings from local companies.
- · Presented the employment program on Boston television.
- Provided baby-sitting course to 40 middle school students.
- Established Employment Recognition Award Program sponsored by Friends of Needham Youth, Inc. to provide residents employing young people with a way to recognize outstanding work performance.

Peer Tutor Program matched high school and middle school students for tutoring on academic subjects and study habit development. Program recognized by the Commonwealth of Massachusetts with an Exemplary Program Award.

- · 17 high school students trained as tutors.
- 18 middle school students were provided 355 hours of tutoring by youth volunteers.

#### FY'93 Forecast

Within the budget provided, the Commission will address its overall purpose with the needs of young people receiving the first priority. Substance abuse, court restitution and now HIV/AIDS issues must take precedence over other programs.



Park and Recreation life-guards assure the safe enjoyment of the public pool

# **HUMAN SERVICES Council on Aging**



Morris Dettman, Chairman, Peter Johnson, Roma Jean Brown, Elizabeth Casey, Gertrude Farnham, Helen Hicks, Mary Lyons, Vivian McIver, Kenneth Monteith, Edward Pelletier, Nina Silverstein, Betsy Tedoldi, Ann Hartstein, Executive Director; Not Pictured: Helen Blumenberg

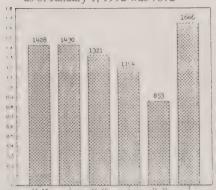
#### Purpose:

The Needham Council on Aging, established in 1957 by Town Meeting, celebrated its 35th year in 1992. The original purpose of the Council, was and continues to:

- Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;
- 2. Design, promote, coordinate, and implement services and programs to meet those needs and concerns; and
- 3. Inform the community and enlist support and participation of all citizens in this effort.

# How Many Needham Residents are Seniors?

The Number of People Age 55+ in Needham as of January 1, 1992 was 7872



#### Who's Running the Show?

The Council on Aging is directed by a volunteer board. The Selectmen appoint 12 members, The Board of Health, Park and Recreation Commission, Needham Housing Authority, School Department and the Library each appoint one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the town through annual surveys, a careful analysis of local needs as well as local and national

standards of health care, recreation, education and service needs.

# Where Do Seniors Go To Get Help Or Just Hang Out

The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council On Aging staff oversees services and programs. Staff provides information, referrals, and assistance to elders and their families. After major cutbacks in FY'91 due to Town budget reductions, the passage of an override question restored services for FY'92. The Center was open Monday-Friday, 9:00 a.m.-4:00 p.m. and 11:30 a.m.-3:30 p.m. on Sunday. The Council On Aging office, located at the Stephen Palmer Center, was staffed 8:30 a.m.-5:00 p.m. Monday through Friday throughout the year.

# What Did The Council On Aging Do For Needham Seniors And Their Families in FY'92?

We have served over 10,000 meals at the Senior Center in conjunction with West Suburban Elder Services. Thanks to volunteer drivers who bring seniors to the Senior Center, volunteer monitors from the Retired Men's Club who ride on the shopper Bus, and funding from Roche Bros. to run the Shopper Bus, 8,000 rides have been provided.

#### SERVICES AND PROGRAMS:

Rides to and from the Stephen Palmer Senior
Center
Home Visits
Day Trips
Meals at Stephen Palmer Senior Center
Educational programs
On-site and outstationed health
screening provided by the
Visiting Nurse Associates
Income tax Assistance
Ring-Every-Day calls
Shopper Bus rides and other shopping assistance
Assistance with medical forms/insurance

Information and referrals to seniors and their families

Low Vision group services

information (SHINE)

Hard-of hearing services Exercise programs for seniors

# Who Does The COA Work With In Meeting Seniors' Needs?

Needham Library with its "branch" at the Stephen Palmer Senior Center

West Suburban Elder Services lunch site Sunda through Friday

Board of Health and Glover Hospital health education seminars at the Stephen Palmer Senior Center

Region West, a mental health counseling agence Boston College Legal Assistance Bureau for lo cost legal services

Elder Employment services of the Jewish Vocational Services

Park and Recreation Commission programs for seniors

Needham School Department Adult Education classes held at the Stephen Palmer Senior Center

Needham Community Council's local medical transportation

West Suburban Elder Services medical and adu day health program transportation Needham Youth Commission job matching Visiting Nurse Associates, Inc. "Keep Well

Clinics" (health screening)
Needham School Department Intergenerational
programs

## How Does The COA Spread The Word?

Senior COMPASS monthly newsletter Attendance at community group presentations Cooperative efforts with local newspapers Contact with churches, synagogues, and school

#### How Much Does All This Cost The Town

Salaries	\$112,115	No. of Employees
Expenses	4,120	Full-time
Capital	0	Part-time
Total	\$116,235	446 Volunteers = 9
		Full-time equivalen

# Are There Other Sources Of Financial Support?

Friends Of Needham Elderly, Inc. Executive Office of Elder Affairs COA Formula Grant '92 \$16,94

# **HUMAN SERVICES**

wn of Needham Transportation Donations (0.5%) Bay State Health Care (Transportation) (2.5%) Roche Bros. (Shopper Bus) (1.5%) West Suburban Elder Services riends of executive Office of Needham Flderly, Inc. Elder Affairs (14.3%) (9.5%) 15,000 Bay State Health Care

SHINE Consortium grant '92 est Suburban Elder Services Title III-B Outreach grant 1,762 Title III-B Transportation grant 2.923 6,500 Title III-C Sunday Program grant oche Bros. Shopper Bus grant 2,600

(65.4%)

4,367 Transportation grant Transportation donations 938 Total Receipts \$61,387

**Volunteer Support** 

The Council On Aging and the Stephen Palmer

Senior Center rely on many volunteers to maintain services and programs on a daily basis. Volunteers are matched to jobs that utilize their skills and are in keeping with their interests. Number of individual volunteers: 17,089 Number of hours given: Equivalent full time people Estimated value by the Executive

\$162,346

#### Observations—Actions—Commitment

Office of Elder Affairs

The growing percentage of older senior citizens in town, in particular those who are over 80, and the increasing number of middle aged people who have responsibility for caring for their aging parents, guided the reinstatement of programming this year. The overwhelming support demonstrated by Needham residents in the April '91 override election which restored Council On Aging services for FY'92 indicated the commitment of the residents to service. The Council On Aging Board will continue to work with all Needham residents to insure adequate services for senior citizens and their families.

# **Needham Commission on Disabilities**



drienne Dey, Chairman, Alfred Coren, Maureen Gallagher, Janice Kushner, Elaine Saunders, Carl Valente, Not pictured: Wayne Kendall

The Needham Commission on Disabilities (COD) was established by Article of the 199 nnual Town Meeting. The seven members are pointed by the Board of Selectmen to address e community needs and concerns of residents ith disabilities. The majority of the members e persons with a disability. One member is of e immediate family of a person with a disabiland one is an appointed municipal official. embers serve three year terms.

The Commission acted in an advisory capacto municipal officials to ensure compliance th federal, state and local disability laws. The ommission worked with The Massachusetts fice on Disabilities (MOD) and the State chitectural Access Board (AAB) to coordite programs to benefit residents with disabilis. It provided information, referral and chnical assistance in matters of disability ises as well as reviewed and made recommentions about policies and activities of municipal partments as they affect persons with disilities. The NCOD also worked with public d private agencies in Needham to achieve full egration of persons with disabilities as well aimed in helping to provide alternate media those with vision and hearing problems and panded public services.

The NCOD sponsored training sessions along th AAB and MOD to develop Community cess Monitors familiar with federal and state hitectural access and participated in selfevaluation of all municipal buildings. It assisted with the mailing list of the town census which included the special needs survey of the Board of Health. It participated with the Selectmen's Ad Hoc Transportation Committee to lobby for better transportation for Needham's disabled and elderly. The NCOD addressed the issue of handicap parking and pedestrian safety.

In the coming year, the NCOD will continue addressing and fulfilling the needs of those who have a disability.

RESIDENTS WHO WOULD LIKE TO BE ON THE MAILING LIST OF THE NEEDHAM COMMISSION ON DISABILITIES SHOULD CALL THE TOWN Administrator's Office, 455-7512



The Needham Commission on Disabilities inspects public buildings to assure handicap-access criteria are being met

# DEVELOPMENT

# **Planning Board**









David C. Gerber, Chairman, Stanley R. Tippett, Paul Killeen, Joanne H. Roth, Not Pictured; Frank Gallello, Lee Newman, Planning Director

#### Purpose:

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in specific provisions contained in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

· Review and Approval/Disapproval of —

Approval-Not-Required (ANR) plans

Preliminary Subdivision Plans

Definitive Subdivision Plans, including ongoing administration

Site Plans of certain larger developments (major projects)\*

Residential Compounds (RC's)\*

Scenic Road Applications

- \*includes Special Permit Decisions, with legal notices, public hearing, and written decision; similar statutory procedures for Definitive Plans
- Review and Advisory Reports on —

Site Plans of certain smaller developments (minor projects) Board of Appeals, applications for variances and special permits

Petitions for acceptance/discontinuance of public ways

- · Initiation, Development and Presentation of Proposed Zoning Amendments to Town Meeting
- Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)
- Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same
- Reprinting of Town Zoning By-Laws and Zoning Map
- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers and other government agencies)

The important thing to remember is that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulation; the Town would be subject to costly lawsuits from private developers and citizens alike.

#### **Budgetary Data:**

Salaries	\$69,720	No. of Employees	
Expenses	5,147	Full-time	2
Total	\$74,867	Part-time	0

#### FY'92 Highlights

The recession of the past several years in the Boston metropolitan area, in general, and in Needham, in particular, continued into Fiscal Year 1992 as evidenced by the limited number of Site Plan Special Permits and Subdivision Plans processed by the Planning Board.

In its capacity as a special permit granting authority, the Planning Board processed 7 applications as "Major Projects" under the Site Plan Review By-Law. 4 permits with conditions were granted for renovated buildings in the Central Business District, plus 1 for an addition to an existing building. In addition, 2 applications were reviewed and approved for minor revisions to previously granted Site Plan Special Permits.

In terms of land subdivision activity, the Board processed only 2 subdivisions: a Definitive Plan Modification for Marant Drive and a Definitive Plan for Appleton Road. One application was processed under the Residential Compound By-Law. A total of 25 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 31 applications for variances, special permits and administrative appeals to the Planning Board last year; and as required by the Zoning By-Law, the Board reviewed each application and recommended in writing to the Appeals Board.

The Planning Board was again successful at the Annual Town Meeting in having its proposed zoning amendments adopted. Three zoning articles were unanimously voted at the 1992 Meeting. The majority of these articles were technical in nature, involving refinements in language. The first article clarified the definition of "setback", particularly as it relates to awnings. Prior to the amendment, awnings were not permitted within the front, side, or rear setback zones. The article amended the definition of the term "setback" so as to permit the placement of awnings within the setback zone. The second article brought the Needham Zoning By-Law into compliance with M.G.G., Chapter 40A, Section 3, regarding child care facilities.

Prior to the amendment, child care facilities were allowed in all zoning districts by special permit M.G.L., Chapter 40A, Section 3 provides that chil care facilities must be a permitted use under zoning by-laws and ordinances. The artic amended the Use Regulations Schedule so as t allow child care facilities in all zoning distric as a matter of right. Finally, the last artic modified the provisions of the current Aquife Protection District. The regulations will provide additional groundwater protection for th Town's primary well field, and will ensur conformance with the Department of Environ mental Protections new source approval polic Adopted regulations include a list of uses th are permitted either by right or special permit, that are not permitted; and provisions detailir the approval process under which the Plannir Board may grant a special permit. A Citizen petition article concerning the Central Avenu business district was defeated by action of Tow Meeting.

The Three Rivers Interlocal Council serve the Planning Board and the Planning Directon on issues of traffic, land use and planning, ar state policies and programs. Through its all ance with other members of the Council, Need ham was able to influence development decision affecting the future of the region.

#### FY'93 Forecast

During Fiscal Year 1992, the Board co tracted with planning consultants, Philip B. He and Associates of Newton, to conduct an idepth study of the Highland Avenue Corrid from Gould to May Street. A citizens task for consisting of business interests, residents of timmediate area and various civic groups wappointed. Public workshops were convened. final report with recommendations for zonic changes in the area was delivered to the Boa and the Highland Avenue Task Force in Janua 1992. It is expected that these recommendation will be brought to the Fall 1992 Special Tow Meeting.

Other projects on the Planning Board's agen include a study of the Birds Hill, Central A enue and South Street business districts. It expected that this study will include recomme dations for zoning changes in the affected are and that such changes will be brought before t 1993 Annual Town Meeting.

In closing, the Planning Board welcomyour participation in any of its meetings and particular your expression of agreement or dagreement on positions the Board has chosen take regarding the development of the Town

### DEVELOPMENT

## Conservation Commission



oy A. Cramer, Chairman, Alan Brand, Joan Johnson, John T. Lynch, John D. Marr, Jr., Peter I. Roth; Not pictured: Lisa Standley

The main functions of the Conservation Comission are to (1) advise the Town in matters ertaining to the use, management and protecon of the Town's natural resources and open pace; (2) administer the Wetlands Protection ct, Chapter 131, Section 40, and the Town of eedham General Wetland By-Law, and (3) anage conservation property, including Ridge ill Reservation.

#### udgetary Data:

Number of employees:

Full Time Part Time

1/4

#### FY'92 Highlights:

The Commission was the recipient of two gifts of land during the year. The Volante family donated 27 acres of land located between Carol Road and Standish Road. The land abuts other Town land and is an important addition to the open space inventory. The Langille family donated 8 acres of land on Charles River Street. The land includes a pond and wetland that is rich in wildlife. The Commission conducted a number of public hearings and issued Orders of Condition and/or Determinations of Applicability for a number of projects. The Commission continued to monitor the reconstruction of the

Massachusetts Water Resources Authority main sewer line project, which passes through 7.5 miles of land in Needham. The Commission is presently negotiating with the Authority with respect to proposed changes to the project in the coming year.

#### FY'93 Forecast:

The Commission expects an upturn in the number of Notices of Intent. We are presently involved with a number of enforcement actions and hope that they will be resolved in the coming year. The Commission continues its efforts to obtain tracts of land through donation.

## loard of Appeals





rtz N. Henkoff, Chairman, William Tedoldi, Janice Hunt, Andrew D. Frieze, san Glazer

The Board of Appeals met thirteen times to ar 30 applications for special permits, 3 appliions for variances, and 1 remand from Nork Superior Court. Of the 30 applications for pecial permit, 27 were granted and 3 were hdrawn and after remand, the relief requested s granted. The 3 applications for a variance re withdrawn.

Expenses for the year included:

Salaries \$4,895 Expenses 2,931 Total \$7,826

Filing fees for the Board of Appeals consist of \$100 for applications for residential special mits, variances, and appeals from the Build-Inspector's decision and 2) \$200 for appliions for special permits for non-residential s. Applications may be obtained from and ed in the Office of the Town Clerk, Town II. All decisions of the Board are filed with Town Clerk and are a matter of public



Doug Manguine of the Department of Public Works works to clean Rosemary Pool before the opening of the Summer season

## **Historical Commission**



Norman A. Homsy, Chairman, Elizabeth L. Rich, Carol Boulris, Leslie G. Crumbaker Not Pictured: Dorothy Shearman

#### Purpose:

The Needham Historical Commission, created by the Town Meeting in 1976, consists of 5 members appointed by the Selectmen. Working under directives and criteria established by both the state and national government, the Commission is responsible for identifying, researching and recording the historic assets of the town. These historic assets are the visible, still existing evidence of the town's historysites, structures and houses. These are reported to the Mass. Historical Commission for inclusion in the Inventory of the Historic Assets of the Commonwealth. For those local assets of particular historical distinction, the Commission prepares nominations to the National Reg-

## DEVELOPMENT

ister of Historic Places maintained by the U.S. Department of the Interior. The Commission is also charged with the support and encouragement of historic preservation within the town.

#### **Budgetary Data:**

Expenses: \$513

Number of employees: 0

No full or part-time employees. All members are volunteers.

#### FY 92 Highlights

 Conducted a ceremony on Nov. 10, 1991, commemorating the National Register listing of Needham's two Historic Districts, the Needham Town Hall District and the McIntosh Corner Historic District (intersection of Central Avenue and Great Plain Avenue).

- Published an illustrated brochure describing the buildings included in the McIntosh Corner Historic District.
- Designed and produced a new commemorative plaque for Needham's Historic Houses.
- Submitted reports on 9 historic houses to the Mass. Historical Commission for inclusion in their inventory of the Historic Assets of the Commonwealth.

#### **FY 93 Forecast**

- To identify and research the history of the many small (and sometimes unknown commemorative parks scattered throughou the town and prepare an historical park brochure.
- To continue the ongoing survey of the Historic Assets of the town.
- To work in cooperation with other municipa agencies to insure that the goals of historic preservation are considered when planning for Needham's future development.

## **Housing Authority**



Diane Perry Matthews, Charles Cahill, Ian McLaughlin, Executive Director; Not pictured: Edward Cahalane, Stephen Merrit, Maryanne Mills

The Needham Housing Authority exists to provide housing assistance to senior citizens, families and handicapped/disabled persons with limited incomes. The Authority currently administers thirty (30) units of federally-assisted housing for families, forty-six (46) units of federally-assisted housing for elderly or handicapped individuals, seventy-two (72) units of Section 8 existing housing, twenty (20) units under the Section 8 voucher program, eighty (80) units of state-aided Chapter 200 veterans housing, one hundred and fifty-two (152) units of Chapter 667 housing for senior citizens, and two (2) staffed apartments under the state's Chapter 689 program serving eight (8) persons with special needs.

#### Persons Served

In addition to the ongoing program, the following numbers of new households were assisted during the past year:

Cook's Bridge (MA 065-001)	=	7
High Rock (Chapter 200)	=	3
Linden-Chambers (Chapter 667)	=	11
Section 8 Certificates	etente etente	1
Section 8 Vouchers	=	4

#### **Budget Data**

The Housing Authority functions with a number of operating budgets, one for each of the housing programs it administers.

D. C. F. V francisco	
Routine Expenditures for various	
locally-owned programs	\$641,818
Rental Assistance, Section 8	
programs	\$250,543
Personnel Administrative Salaries	\$115,133
Maintenance Salaries	\$128,886

Employees:

5 Administrative Staff

5 Maintenance Staff

#### FY'92 Highlights

In some ways the past year has been highlighted by frustrations as the Authority submitted applications to numerous funding sources in order to finance a variety of programs. Unfortunately, the Authority met with little success.

The NHA was also unsuccessful with its involvement in a lengthy court battle which pitted eighteen housing authorities against the Commonwealth wherein the state succeeded in taking operating reserves away from housing authorities.

The Commonwealth also enacted a change in state regulations which, for the second consecutive year, increased the percentage of income residents have to pay for rent. This was equivalent to a 20% rent increase over a two year period.

There were, on the other hand, a number of very positive occurrences during the past year. Among those which should be noted are:

- creation of the Cook's Bridge Playground Committee and the community's positive response to the committee's efforts.
- creation of the Linden-Chambers Resident Association
- formation of the Cook's Bridge Tenant Association and the energizing of resident involvement
- approval by HUD of a Comprehensive Improvement Assistance Grant of \$50,000 to modify units at Seabeds Way to make them more handicap accessible

- the ongoing cooperation of communit organizations, local businesses and agencie on behalf of the Authority programs and it residents.
- An undercover operation carried out is conjunction with the Needham Police Department which resulted in drug-related arrests and eviction within one of the Authority's developments.

#### FY'93 Forecast

The Housing Authority, in cooperation wit its residents, has identified in excess of \$1.6M in needed improvements within its various programs. Hopefully the Authority will be able to address a number of these needs during the new year. Of immediate concern will be the replacement of all doors and windows within the fortwo year old High Rock development. This will be designed to eliminate a lead paint problem Other prioritized work items will be addressed as funding becomes available.



Firefighters respond to a recent call

## CULTURAL & LEISURE SERVICES

## ree Public Library



hn W. Lebourveau, Chairman, Roma Jean Brown, Robert D. Hall, Jr., Thomas M. Harkins, Charles F.C. Henderson, Sally Powers, Emily laun, Beth Rich, Director

#### irpose

The Needham Free Public Library was estabhed to bring enlightenment, knowledge, iniration, enjoyment and culture to every ember of the community. The Library serves s purpose as:

A POPULAR MATERIALS LIBRARY — Library features current, high-demand maials in a variety of formats for persons of all

A CHILDREN'S DOOR TO LEARNING -Library encourages young children to delop an interest in reading and learning through vices for children, and for parents and chilen together;

A FORMAL EDUCATION SUPPORT ENTER — the Library assists students of all es in meeting educational objectives estabhed during their formal courses of study;

A REFERENCE LIBRARY — the Library ively provides timely, accurate and useful ormation for community residents;

AN ARCHIVES — the Library serves as the chives for the Town of Needham and is the in provider of historical information pertainto Needham.

\$477,753

\$640,478

162,725

0

276

#### dgetary Data FY'92

Expenses
Capital Expenses

No. of Employees

Personnel

**Fotal** 

Full-time 14	1
Part-time 32	
partmental Statistics	
ADULT DEPARTMENT	
Circulation (books, videos, CD's,	
cassettes, periodicals)	185,68
Books loaned to other Libraries	2,67
Books borrowed from other	,
libraries	1.84
Overdue notices and bills sent	1.77
Reserves placed	1,77

Tilles, Ices, Iost books, etc.	\$31,302
REFERENCE DEPARTMENT	
Reference questions answered	14,063
Directional questions answered	3,110
Reference books checked out	
overnight	597

Total money returned to Town from

'HILDREN'S DEPARTMENT

Number of people using

Genealogy Room

Circulation (books, videos, records, cassettes, periodicals)

Overdue notices and bills sent	937
Reserves placed	104
Story hours, other programs	120
Attendance at programs	3,275

#### CATALOG DEPARTMENT

Adult books added to collection	4,906
Adult books withdrawn	4,420
Children's books added to	
collection	2,380
Children's books withdrawn	754
Records, CD's, and cassettes	
added	463
Records and cassettes withdrawn	89
Videos added	190
Videos withdrawn	24

#### COMMUNITY ROOM USE

Library and Friends' programs (other than Children's programs) 14 Other clubs/groups 104

An analysis of the above statistical data reveals tremendous increases over the previous fiscal year in most categories. For example, Adult Circulation increased 12%, Children's Circulation increased 27%, Books Borrowed from Other Libraries increased 67%, Adult and Children's Reference Questions increased 52%, and Books Added to the Collection increased by 70%. These figures are indicative of a more normal year for the library than was the previous fiscal year with its Draconian budget cuts and resultant hours and service cuts.

#### FY'92 Highlights

July - August -- Outdated author/title card catalog removed from the Reference Department and recycled. 10th Annual Teddy Bear Jamboree held. 349 children registered for two summer reading programs.

September—Thanks to the \$467,000 override passed in the spring, the library increased hours open from 26 to 50. Two additional public access terminals added to Reference Department. The Friends of the Library voted to continue funding the International Magazine Subscription Program.

October—The Friends' fall book sale raised over \$5600 for the library.

November—A Friends' program featured Robert Hall speaking on "The Union Soldier in the Civil War.'

December—Children's Room renovation and refurbishment completed. The Trustees held a luncheon honoring the volunteers, who collectively donated over 1,000 to the library during FY'92.

January—The annual McIver Book Discussion Series began. This year's theme was "Baseball" and the first lecture featured Dan Shaughnessy of the *Boston Globe*. The library reopened on Sunday afternoons. Carpeting installed between the main floor book stacks. Over 225 people attended an open house celebrating the newly renovated Children's Room. The Friends of the Library instituted an ongoing book sale.

February—Eye Health Services donated \$1200 for the purchase of books-on-tape. Home dial-up access to the Minuteman Library Network database became possible.

April—The Children's Room hosted a photo exhibit of "...New England Authors and Illustrators of Children's Books." The Needham Garden Club sponsored an appearance of the Massachusetts Horticultural Society's Plantmobile. The library's team, the Bookies, placed second in the Needham Education Foundation's Spelling Bee.

May-Town Meeting approved a library budget that will allow the library to meet the state's minimum standards and to become fully accredited.

June—The Friends paperback book sale raised over \$1900.

#### FY'93 Forecast

The library will meet the state's minimum hours open requirement for the first time since FY'90.

The Archives Room shelving will be expanded to accommodate a growing collection.

The remaining sections of the card catalog will be recycled and more public access computer terminals will be added.



The new Ambulatory Care Wing at Glover Memorial Hospital brings state of the art outpatient care to Needham

## **CULTURAL & LEISURE SERVICES**

## **Park and Recreation Commission**



Elinor R. Devlin, Chairman; Dana W. Story, Jr., Jeffrey I. Meropol, James Sargent, Eric Fleming, Nancy White, Director

#### Purpose:

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced year-round recreation programming and leisure services for all ages.
- · Serves as steward of over 400 acres of public park land and Town Forest.
- Maintains and schedules recreation and athletic facilities.
- Manages Rosemary Lake and Pool as the principal aquatic recreation facility.
- Provides long range open space and recreation planning.
- · Coordinates and provides support service for many community organizations.
- · Sponsors special events and festivals.
- Provides youth leadership training and volunteer resource development.

**Budgetary FY'92 Data** 

Salaries	\$227,485	No. of Employ	~
Expenses	25,173	Full Time	3.5
Purchase of Services	27,233	Part Time	61
Total	\$279,891		

#### FY'92 Highlights

The department was chosen as one of ten cities in the country to be a pilot site for a new national walking program.

A Comprehensive walking booklet was published.

The Rosemary Pool Study Committee was formed.

The first full year of the revolving fund use was extremely successful.

The Commission was able to service the highest number of families in financial need due to cooperative effort with the School Department, Housing Authority, and a number of human service organizations.

The Director served on the Commission on Disabilities.

Ten new programs were offered.

The Department began offering citizens the opportunity to use credit cards for payment.

Sponsor pins and tote bags were offered to citizens wishing to donate to the Arts in the Parks Program.

The Senior Exercise Program produced its fourth tape for home viewing.

In conjunction with the Jr. Women's Club, the Commission offered a very successful Holiday House and Halloween Party.

A mountain biking program was developed in the Town Forest.

The assistant Director became a Century Club Member of the National Youth Sports Coaches Association.

A Pollard School group spent many hours cleaning two tot lots in preparation for more restoration.

The Commission received \$6,000 in financial donations.

Approximately 3,000 hours of youth and adult volunteer hours were given.

The New England Regional Council of the National Recreation and Park Association presented a special citation to the Department for excellence in programming.

#### Summer Programs Total Participants

Adult Tennis Lessons	15
Arts & Crafts Workshop	173
Men's Basketball	72
Cricketeer Adventure	255
Gymnastics Workshop	230
Mini-Evergreen Adventure	275
Broadmeadow Playground	200
Outdoor Living Adventure	160
Tennis Lessons	214
Tennis Tykes	26
Telling Tyree	

#### Pool

General Admission	53,000
Masters Swim Meets	60
Sailing Lessons	20
Swim Lessons	1,126
Swim Team	80
Town Groups & Organizations	400

#### Other Summer Activities

file Dummer Trees.	
Arts in the Parks	2,000
Community Gardens	30
NELTA Tennis Tournament	20
Children's Theatre	800
Tennis Passes	1,000

#### Fall/Winter Programs

Adult Exercise, Low Impact	20
Adult Golf Lessons	30
Adult Tennis Lessons	20
Archery	27
Badminton	30/week
Ballet	72
February Vacation Gym	150
Halloween/Haunted House Par	ty 1,700
Healthy Strides Walking Club	150
Ice Skating	180
Itsy Bitsy Arts	. 40
Men's Basketball	40/week
Men's Volleyball	35/week
Senior Citizen Golf	70/week
Senior Citizen Exercise	60/week
Ski Trip	15
Snowman Building Contest	16
Spark of Art	31
Special Needs Activities	10/week
Senior Walking Club	35
Women's Volleyball	20/week

#### FY'93 Forecast

To increase cultural children's program.

Purchase new playground equipment at va ous tot lots.

Paint Rosemary Pool bathhouse.

Increase volunteer hours.

Continue to cooperatively work with over community service, youth and adult organization

Long range (over 5 years) planning for construction partment. Visions of the year 2,000.

Restore the last section of the stone wall Rosemary Pool.

Provide more information on the benefits walking through the new Healthy Strides National Walking Program.



The Youth Commission-sponsored Students Against Drunk Driving attend Selectmen's Mee to promote SADD Awareness Week

## **CULTURAL & LEISURE SERVICES**

## **1emorial Park**



thur M. Tiernan, Chairman, Ron Sockol, John S. Gallello, John J. Logan, Charles J. angine

A very active year, 1992 started in March that a request for the ninety foot baseball diamond for Post 14 American Legion Baseball am. Needham Little League and Senior ague also requested use of both diamonds for ir seasons. Then came GTE Softball League that a request for the skim diamond and the edham Track Club requested use of the track June and July. All this took place around the tool functions. Every school day, in both

spring and fall, the track and fields are used by the High School for baseball, track and football. Games are played after school hours and on Saturdays. Special events continue to be scheduled at Memorial Park.

- 1. Needham High School Graduation Exercises for Class of 1992.
- 2. The 4th of July Festivities sponsored by the Exchange Club and enjoyed by many this year, brought back fireworks.

- 3. The Needham Park and Recreation Commission sponsored Arts In The Park concerts on Thursday evenings in July and August and a special track meet on a Saturday in July.
- 4. Many requests are made to start and end road races at Memorial Park and the use of grounds and building are needed.
- 5. Needham Fair Housing Committee sponsored a Cultural and Ethnic Festival in May, 1992.
- 6. Lights have been added for use of the track at night.
  - 7. A new bulletin board has been erected.

Memorial Day and Veterans Day are also Memorial Park Special Events.

With all these activities there must be maintenance. The Trustees wish to thank John Cusick and his Grounds Division Employees for their constant work at the Park.

### **FINANCE**

## inance Department









rl F. Valente, Finance Director; Evelyn M. Poness, Treasurer and Tax Collector; Robert W. rke, Data Processing Manager, John Krause, Comptroller

The Department of Finance consists of the mptroller's Office, Treasurer/Collector's Ofe and Management Information Services IS). The Department performs all essential ancial and information management funcns for the Town, with the objective of mainning and enhancing the public's confidence in sound and professional manner in which the ances of their Town government are adminered. The Department is responsible for the erall financial management of the Town inding: advising the Selectmen and Finance mmittee of the Town's financial condition, ig-range planning, management of cash, debt magement, risk management, worker's comnsation, audit review and internal financial ntrols, and support of all aspects of the Town's a processing operations.

The Comptroller's Division and Treasurer/ llector are responsible for complying with a riad of Municipal Finance laws and regulans as well as meeting the financial reporting juirements of the State and Federal Governents. These financial controls are essential in ler to properly safeguard taxpayer dollars.

The Town also provides a variety of services the Glover Hospital. This accounts for almost percent of the activity in the Finance Departent. For these services, the Glover Hospital mbursed the Town's General Fund \$144,000 fiscal year 1992.

The Town is fortunate that 98 percent of all property taxes are paid when due. With an aggressive approach to collecting delinquent tax payments, the Tax Collector was able to collect \$120,000 in penalties and interest. Finally, as a result of aggressive cash management by the Treasurer, the Town was able to earn \$501,000 in investment income for Fiscal Year 1992. This income enhanced the Town's financial situation.

The MIS Division, in addition to providing all accounting functions for the Town, provides the School Department with a wide variety of student information required for State and Town reporting including automated class scheduling and report cards for the Pollard School and High School as well as daily attendance tracking for all public schools in Needham. Approximately 40 percent of the total resources in the MIS Division support the variety of data processing services provided to the School Department.

#### **Budgetary Data**

	Employees Per Division		
Salaries	\$500,264		
Purchase of		Comptroller 3.75	
Service	400,834	Treasurer/	
Expenses	66,616	Collector 5	
Capital Outlay	850	MIS6	
Total	\$968,564	Total 14.75	

#### FY92 Highlights:

A multiple department effort was utilized in the Fall of 1991 to create and implement a Disposal Area Sticker System. This system has helped to identify Needham users of the disposal area and generate a portion of the revenues necessary to offset operating costs at the landfill/recycling area.

Credit card use is now permitted in the Treasurer's Office, Park and Recreation and Glover Hospital for certain types of fees. The system has been very productive and useful in reducing long registration lines.

A selection of a consultant to assist the Town with its computer hardware and software needs was completed in early 1992. The consultant surveyed the existing Management Information Systems (MIS) in the Town and helped to plan for future needs. The MIS plan for the future will help the Town address its data processing needs for the coming five years.

A joint effort between the Finance Department and Glover Hospital was undertaken to implement a separate accounts payable function at the Hospital. The system functions on the Hospital's recently purchased data processing system. Checks are printed in the Comptroller's Office after an audit function and then signed by the Town Treasurer. This process has helped to streamline the Hospital's accounts payable cycle while still maintaining internal financial controls.

#### **FY93 Objectives**

The Finance Department's primary objective is to successfully procure, through competitive bidding, new computer hardware and software to meet the Town's needs. The Town anticipates expending \$500,000 for purchasing and implementing this new system over the coming five years.

## **FINANCE**

## **Finance Committee**



Cynthia Chaston, Neils H. Fischer, William J. Miles, Michael K. Fee, Matthew J. Applestein, Gerard Sullivan, Executive Secretary. Not pictured: Frank Reardon, Chairman, Carol Lintz, Joseph Vicidomino

The nine members of the Finance Committee are appointed by the Town Moderator for three year overlapping terms. Its responsibility by statute is to "consider any and all municipal questions for the purpose of making reports or recommendations to the town." (MGL 39, 16) — or as a Town Meeting member succinctly phrased it, "to poke and probe."

As advisor to Town Meeting, the Finance Committee's primary task is to recommend a balanced operating budget for the Town. Each September the Finance Committee begins work on the budget that will be considered at the Annual Town Meeting in May. The process begins with an estimate of revenues for the budget year. The largest item, the property tax levy, is fixed by Proposition 2½. For the 1993 budget year it was approximately \$3.75 million. Considerable judgement is required to estimate the other major elements such as state aid and local receipts, which combined with the prop-

erty tax make up the total projected revenue. This was estimated at \$48.8 million for the 1993 budget year.

By December 1, the town departments submit their budget requests. The Finance Committee holds public hearings over the next ten weeks with representatives of the departments. During the last two weeks of February, the committee updates its income projections and submits its proposed budget for printing the Annual Town Meeting Warrant. In May, the Finance Committee updates this information and proposes any amendments that are necessary.

The task of keeping a proposed budget within the projected revenue estimate is a challenge. Proposition  $2^{1/2}$  restricts the amount of revenue that can be raised through the property tax in two ways.

The first is called the *levy ceiling*. The town cannot levy more than two and one-half percent of the total full and fair cash value of all taxable

real and personal property. Needham's prope tax levy is only slightly more than one percent the total valuation. So the levy ceiling does have an impact on the town at present.

The second is called the *levy limit*. The town property tax levy cannot grow more than to and one-half percent from the prior year. Whe ever inflation is greater than two and one-h percent the levy limit actually reduces the enue available to the town in real dollars. The levy can only be increased by an amount greathan two and one-half percent if an override approved by the voters.

Following the recently amended Town law, a Capital Projects Plan was prepared by Town Administrator for the Board of Selecting and the review of the Finance Committ Projects are separated into three categories funding. The first two are within the levy li in the Operating Budget — either within department or financed through long term de The Finance Committee is making every eff to cap off the yearly debt service. However prioritizing requests, the health, safety and w being of Needham residents must be conside as well as the cost. The third category of fund is outside the levy limit and must be submit to the voters for Proposition 21/2 override proval. Such projects, such as major build projects or the closing of the landfill, are in category.

In a time of financial constraints, limitation and reductions, the Finance Committee plauds the cooperative spirit shown by dependents, employees, volunteer boards and election of the cooperative spirit shown by dependents, employees, volunteer boards and election of the cooperative spirit shown by dependent of the cooperative spirit spirit shown by dependent of the cooperative spirit spiri

## **Board of Assessors**





#### Purpose

As a member of the financial branch of town government, the Board of Assessors is assigned the responsibility of the valuation of the real property and personal property in the town. Within the guidelines and constraints of the General Laws of the Commonwealth, an "equitable and proportionate" fair value of all property has to be established each January 1st.

#### **FY92 Highlights**

The slump in the regional economy caused the Board of Assessors to make an unprecedented interim adjustment in lowering values of properties in the town. By evaluating sales of property in the town for the year 1990, an adjustment was made on a neighborhood by neighborhood basis. The average decline in

valuation was 6%. The Board of Selectmen voted once again to maintain the town as a split tax rate community.

Hardware for the new computerized inventory and valuation system arrived and was installed in December. Once the software was loaded and initial bugs worked out, the conversion process from the old C-L-T system began. A major project was the sketching of each building in town. Instead of contracting out, this was performed by the clerks in the Assessor's Office. In an amazingly short period of time they learned to draw on a computer. Once the process is completed, information will be verified by field review and records check. During the year it is necessary to run dual systems so that FY-93 bills can be produced. When fully operational for the FY-94 revaluation, the new

system will provide faster information for sessors, taxpayers, and appraisers.

**Bugetary Data** 

Salaries \$184,651 No. of Employees:

Expenses 8,800 Full Time Revaluation 29,549 Part Time 3 (Elec

\$2,939,250,

**Assessors Stats** 

Total Valuation:

Residential Parcels: Commercial/Industrial:

Exemptions Applied For: 17D Widows, surviving spouses: 18 Hardship

37A Blind 41A Deferral

41A Deferral 41C Over 70



Eliot School hosts a METCO dinner

## Contributory Retirement Board



Darrison Sillesky, Evelyn Poness, Chairman, omas A. Welch II

No. of Employees

1.8

aries \$39,942 penses 3,375

restments at Market \$32,146,111 oney Market Acct. - Cash 198,430

Instituted in 1937, the Needham Retirement stem is a member of the Massachusetts Concutory Retirement Systems and is governed Chapter 32 of the Massachusetts General ws. Membership in the plan is mandatory mediately upon commencement of employment for all permanent employees. The plan is ontributory defined benefit plan covering all wn employees deemed eligible by the retirement board, with the exception of thool Teachers. Needham Teachers are adnistered by the Teachers Retirement Board.

The System provides for retirement allowance nefits up to a maximum of 80% of a member's thest three year average annual rate of regular mpensation. Benefit payments are based upon nember's age, length of creditable service, ary and group classification.

Members become vested after ten years of vice. Normal retirement for most employees curs at age 65 (for certain hazardous duty and blic safety positions, normal retirement is at a 55).

Active members contribute either 5, 7, or 8% of their gross regular compensation. This is determined by the date upon which the employee enters the service of the town.

January, 1992 brought significant changes to the method of funding Needham's pension obligations. Through special legislation initiated by the Needham Retirement Board, a schedule was adopted which allows the Town to appropriate on an actuarial basis which incorporates current and future penison costs and allows funding to be spread over a number of years rather than paying only the current year's pension payments. The result saved the Town of Needham \$1.2 million over a two-year period and provided a decreased required appropriation in future years.

The System is administered by a three person Board consisting of an appointee of the Board of Selectmen, a second member elected by the members in or retired from the service of such system, and a third member chosen by the other two members with the approval of the Commissioner of Public Employee Retirement Administration. The Board meets on the third Wednesday of each month.

Chapter 661 of the Acts of 1983 greatly enhanced the ability of Retirement Systems to improve their investment performance. One avenue of investment was the creation of the Pension Reserve Investment Trust. Needham opted in 1985 to join PRIT, which has proven to be a wise decision. The Annualized rate of return as of June 30, 1992 was 10,44%.

Audits are completed annually by an Independent audit firm and every three years by the audit division of the Public Employee Retirement Administration.

Fiscal Year 1993 looks to be an exciting and productive year for the Needham Retirement system.



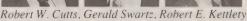
Officer Paul Nahass utilizes a new mobile computer

## **Commissoners of Trust Funds**



1Ts respond





Grants, gifts and donations given to the various Town Departments such as the Library, Hospital, Youth Groups, etc. are accepted by the Board of Selectmen and entrusted to the Commissioners of Trust Funds to legally invest, and see that the restrictive purpose of the donor is fully complied with.

The Commission administers 47 Trust Accounts totalling \$1,836,366 as of 6-30-92. Total income was \$106,459 for the year.

Investment policy remains consistent with previous years. With prudent financial management, yields are maximized, and liquidity is provided for in strict adherence to the terms of the individual trust.

# TOWN OF NEEDHAM, MASSACHUSETTS BALANCE SHEET ALL FUNDS EXCEPT ENTERPRISE FUND JUNE 30, 1992

ASSETS AND OTHER DEBITS			LIABILITIES, RESERVES and FUND BALAN	ICES	3:
			LIABILITIES:		
CASH - NON-RESTRICTED	6	0.600	Warrents Payable	\$	1,902,093
Petty Cash	\$	2,622	Agency Payables	Ψ	200,200
Checking - NOW Accounts		767,467	Temporary Notes - Bans		1,842,938
Money Market Accounts		9,444,800	Other Liabilities		442,357
					442,001
CASH RESTRICTED:			Inter Fund Payable		
Money Market Accounts	\$	0	TOTAL	\$	4,387,588
TOTAL	\$	10,214,890			
			TRUST FUNDS:		
TRUST FUNDS -					
Cash & Investments	\$	710,009	Hospital	\$	(0
			School		43,528
TAXES RECEIVABLE -			Library		373,414
DELINQUENT			All Other		293,068
Personal Property		41,976	TOTAL	\$	710,010
Real Estate		526,923			
TOTAL	\$	568,899	RESERVES:		
			Revenue Deferred Until Collected	\$	3,090,163
ACCOUNT RECEIVABLES:			Revenue Reserved for Appropriation		479,365
Motor Vehcile Excise Taxes	\$	237,817	Employer Health Insurance		370,599
Deferred Real Estate Taxes		255,224	TOTAL	\$	3,940,127
Tax Titles		355,615	IOTAL	Þ	3,340,121
Betterments		145,889	THE DAY ANGED DECEDVED		
Other Departmental		148,64	FUND BALANCES RESERVED/		
Water		338,185	DESIGNATED:	•	555 766
Sewer Services		881,349	Designated - Revolving Funds	\$	555,760
TOTAL	\$	2,362,727	Designated - State Grants		169,827
		-,,-	Designated - Private Grants		94,744
OTHER RECEIVABLES:			Designated - Federal Grants		23,75
Chapter 90 Highway	\$	727,436	Designated - Revenue Sharing		
TOTAL	_		Designated for Abatements		438,88
TOTAL	Ф	727,436	Des. for Over/Under Assessment		28,029
			Res. for Continued Appropriation		1,467,67
OTHER ASSETS:			Reserved for Expenditure		747,00
Vacations Paid in Advance		17,511	Reserved for Stabilization		893,49
TOTAL	\$	17,511	Reserved for Encumbrances		965,25
			TOTAL	\$	5,384,41
PROVISION FOR PAYMENT					
OF LOAN	\$	1,842,938	UNRESERVED FUND BALANCE:	\$	2,022,26
				Ì	
TOTAL ASSETS AND			TOTAL LIABILITIES, RESERVES		
OTHER DEBTS	S	16,444,410	AND FUND BALANCES	s	16,444,41
OTHER DEDIG	Ě	10,444,410		=	
MEMORANDUM ONLY:			MEMORANDUM ONLY:		
Bonds Authorized	5	11,010,000	Bonds Authorized and Unissued	\$	11,010,00
Dollus Authorized	130	11,010,000	Dollas Authorized and Offissaca	4	11,010,00

Summary:		Approp. Continued from FY'91	Current Approp.	Transfers and/or Receipts	Less: Continued Approp. to FY 1993		Total Avail. for Expend.		Expended Disburse.		Expended Open Encumb.	i	Expended Total	F	expended Return to Surplus
General Government: Administration Finance Public Safety Public Facilities Human Services Planning & Development Cultural & Leisure Ser. Education	\$	26,620 299,347 12,447 615,465 0 1,227 25,473	\$ 5,945,261 8,578,496 563,372 91,000 972,600 20,125,715	46,050 \$ (1,571,904) 232,180 144,981 32,250 0 0 0	54,773 0 1,084,941 0 1,227 73,204 230,000		1,246,677 12,635,121 6,189,888 8,254,001 595,622 91,000 924,869 19,895,715		1,174,169 11,585,075 6,,103,078 7,891,641 543,636 83,940 910,336 19,501,346		37,293 73,482 900 307,944 23,542 2,978 2,806 365,607		1,211,462 11,658,557 6,103,978 8,199,585 567,178 86,918 913,114 19,866,953		35,215 976,564 85,910 54,416 28,444 4,082 11,755 28,762
Grand Total	<u> </u>	980,579	\$ 51,413,840 \$	(1,110,443) \$	1,445,065	Ф	49,032,093	Φ	47,793,193	Đ	014,552	Φ	48,607,745	Φ	1,223,140
Board of Selctmen Salaries Purchase of Service Expenses Capital Outlay			\$ 178,095 124,750 44,400 5,000			\$	178,095 124,750 44,400 5,000		177,316 90,329 36,098 4,000		12,920 3,003 0	\$	177,316 103,249 39,101 4,000		779 21,501 5,299 1,000
	\$	0	\$ 352,245 \$	0 \$	0	\$	352,245	\$	307,743	\$	15,923	\$	323,666	\$	28,579
Miscellaneous Street Lighting Garbage Removal Disabilities Commission Parking Study Comm.	\$	932	\$ 365,000 95,000 500 0	***************************************	932	\$	365,000 95,000 500 0	\$	345,207 94,920 117 0		19,670 0 200 0	\$	364,877 94,920 317 0	\$	123 80 183 0
Fire/Police Hq.		14,644	0		6		14,638		14,638		0		14,638		0
Fire Sta. #2 Renov.	\$	11,044 26,620	\$ 460,500 \$	0 \$	938	¢	11,044 486,182	•	11,044 465,926	\$		¢	11,044 485,796	Φ.	386
Town Clerk Salaries Expenses	_	· · · ·	\$ 73,097 2,903 \$	1,050		\$	73,097 3,953	\$	73,092 3,839	\$	0	\$	73,092 3,839	\$	5 114
	\$	0	\$ 76,000 \$	1,050 \$	0	\$	77,050	\$	76,931	\$	0	\$	76,931	\$	119
Board of Registrars Salaries Expenses Tellers and Canvassers			\$ 45,365 17,985 11,850			\$	45,365 17,985 11,850		45,083 13,219 10,054		1,500 0	\$	45,083 14,719 10,054		282 3,266 1,796
	\$	0	\$ 75,200 \$	0 \$	. 0	\$	75,200	\$	68,356	\$	1,500	\$	69,856	\$	5,344
Legal Salaries Expenses Special Fees	_		\$ 43,206 5,000 81,794 \$			\$	43,206 5,000 126,794		43,206 5,000 126,794		0 0	\$	43,206 5,000 126,794		0 0 0
	\$	0	\$ 130,000 \$	45,000 \$	0	\$	175,000	\$	175,000	\$	0	\$	175,000	\$	0
Personnel Salaries Expenses Capital Outlay			\$ 70,729 7,021 2,250 1,000			\$	70,729 7,021 2,250 1,000	\$	70,699 7,021 2,225 268	\$	0 0 0	\$	70,699 7,021 2,225 268	\$	30 0 25 732
	\$	0	\$ 81,000 \$	0 \$	0	\$	81,000	\$	80,213	\$	0	\$	80,213	\$	787
Assessors Salaries Expenses Revaluation Update	_		\$ 184,651 7,800 29,549			\$	184,651 7,800 29,549		157,473 7,749 534		0 29,015	\$	157,473 7,749 29,549		27,178 51 0
	\$	0	\$ 222,000 \$	0 \$	0	\$	222,000	\$	165,756	\$	29,015	\$	194,771	\$	27,229

		Approp. Continued from FY'91		Current Approp.	Transfers and/or Receipts	Less: Continue Approp. FY 199	ed to		Total Avail. for Expend.		Expended Disburse.		Expended Open Encumb.		Expended Total	R	expended leturn to Surplus
Department of Finance Salaries Purchase of Services Expenses Capital Outlay			\$	524,000 446,172 68,052 850			93	\$	524,000 446,172 68,052 850	\$	500,264 388,429 60,404	,	0 12,405 6,212 850	\$	500,264 400,834 66,616 850	\$	23,736 45,338 1,436 0
Insurance, General Group Health and Life Ins. Workers' Compensation Property and Casualty Public Safety Medical		110,755 46,773		474,000 3,980,000 \$ 470,000 12,000 86,000	(500,000) (218,424) \$	54,77	73		474,000 3,480,000 362,331 4,000 86,000		473,703 3,153,658 362,331 4,000 46,100 31,884		0 0 0 0 0 25,000		473,703 3,153,658 362,331 4,000 71,100 31,884		297 326,342 0 14,900 33,970
Unemployment Insurance	\$	35,854 193,382	\$	30,000 6,091,074 \$	(718,424) \$	54,77	73	\$	65,854 5,511,259	\$	5,020,773	\$		\$	5,065,240	\$	446,019
Debt and Interest	\$	193,302	ф	0,031,074 ψ	(/10,727,4	0.1,7.	0	Ψ	3,011,20	¥	0,020,		7.,		0,		
Debt and interest Debt Exclusion Maturing Bonds Bond Interest			\$	2,294,367 736,333 265,943				\$	2,294,367 736,333 265,943		2,294,367 736,333 265,742	\$	0		2,294,367 736,333 265,742		201
	\$	0	\$	3,296,643 \$	0 \$		0	\$	3,296,643	\$	3,296,442	\$	0	\$	3,296,442	\$	201
Finance Committee Salaries Expenses Reserve Fund	\$	105,965	\$	11,912 500 \$ 556,374	1,500 (426,980) \$			\$	11,912 2,000 235,359	,	11,912 1,760 0		0 0		11,912 1,760 0		240 235,359
neserve i una	\$	105,965	\$	568,786 \$	(425,480) \$		0	\$	249,271		13,672			\$	13,672	\$	235,599
Contributary Retirement Salaries Contributions Expenses	_		\$	39,942 3,526,631 \$ 3,375	(428,000)			\$	39,942 3,098,631 3,375 3,141,948		38,448 2,851,103 3,375 2,892,926		0		38,448 2,851,103 3,375 2,892,926		1,494 247,528 ( 249,022
	\$	U	\$	3,569,948 \$	(428,000) \$		U	Þ	3,141,340	Φ	2,032,320	Ψ	·	Ψ	2,002,022	Ψ	270,0
Non-contributory Retirement Chapter 32 Retirements			\$	214,000				\$	214,000		195,506			\$			18,494
	\$	0	\$	214,000 \$	0 \$	,	0	\$	214,000	\$	195,506	\$	0	\$	195,506	\$	18,49
Education Salaries Administration Instruction			\$	15,689,198 \$ 75,315 663,812	(5,500) 10,300 115,000			\$	85,615 778,812	5	15,625,563 77,365 623,937	,	8 40,955 8,250 154,875 2,371	;	15,666,518 85,615 778,812 98,867		17,18
Other School Services Pupil Transportation Operation and Maint. Community Service Tuitions				98,867 529,262 1,037,000 66,626 1,017,920	(87,000) (32,800)				98,867 529,262 950,000 66,626 985,120	)	96,496 491,886 867,846 66,626 945,002		37,376 81,662 0 40,118	) )	529,262 949,508 66,626 985,120	3	49
Out of State Travel Capital Outlay Vocational Education				0 0 447,715		200.1	20		0 0 447,715	) 5	0 0 436,625	) ) 5	0	) )	0 0 436,625	)	11,09
Newman Sch. Ren. Arch Pollard Sch. Ren. Arch				200,000 300,000	3	\$ 200,0 30,0			270,000		270,000		0		270,000		
T Ondro Com	\$	0	\$	20,125,715 \$	0.9										19,866,953		28,76
Police Salaries, regular Salaries, overtime Purchase of services	\$	2,524 3,860	\$	1,996,610 298,095 \$ 81,276				\$	1,999,134 340,135 81,276	4 <b>\$</b>		\$		\$	1,969,990 332,548 74,157	\$ 3	
Capital Outlay Travel Out of State Operating Expenses				63,902 500 161,730					63,902 500 161,730	2 0 0	63,884 55 159,286	5 6	0 0 500		63,884 55 159,786	4 5 6	1 44 1,94
	\$	6,063	\$	2,602,113 \$	38,180	\$	0	\$	2,646,677	\$	2,599,920	-\$	\$ 500		2,600,420	-\$	46,25

						Less:								
		Approp.		Current	Transfers and/or	Continued Approp. to	Total Avail. for		Expended	Expended Open		Expended	Unexpen Return	to
Fire		from FY'91		Approp.	Receipts	FY 1993	Expend.		Disburse.	Encumb.		Total	Surplu	S
Salaries, regular Salaries, overtime Educ. and Career	\$	6,063	\$	2,359,885 \$ 445,000	171,500 12,000	\$	2,531,385 463,063	\$	2,502,380 462,484	\$ 0	\$	2,502,380 462,484		005 579
Incentive Inservice Training Capital Outlay Travel Out of State				25,000 97,000 18,000 1,400	10,500		35,500 97,000 18,000 1,400		31,406 96,697 18,000 1,350	0 0 0		31,406 96,697 18,000 1,350		094 303 0 50
Purchase of Services Operating Expenses Salaries O.TAlarm Div.				90,975 130,855 10,000			90,975 130,855 10,000		90,970 130,855 7,730	0 0		90,970 130,855 7,730	2,:	5 0 270
	\$	6,063	\$	3,178,115 \$	194,000	\$	3,378,178	\$	3,341,872	\$ 0	\$	3,341,872	\$ 36,	306
Civil Defense Salaries Expenses			\$	3,000 15,000		\$	3,000 15,000	\$	3,000 14,406	\$ 0	\$	3,000 14,406		0 594
·	\$	0	\$	18,000 \$	0 \$	0.9		\$	17,406		\$	17, 406		594
Building Salaries			\$	133,828		4	,	\$	131,135	\$ 0	\$	131,135		693
Expenses	<u> </u>		Φ.	4,205	0.0		4,205	Φ.	3,800	400	Φ.	4,200	Α 0.	5
Caslan of Weights	\$	0	\$	138,033 \$	0 \$	0 \$	138,033	\$	134,935	\$ 400	\$	135,335	\$ 2,	693
Sealer of Weights Salaries Expenses			\$	7,288 1,712		4	7,288 1,712	\$	7,288 1,657	\$ 0	\$	7,288 1,657	\$	0 55
	\$	0	\$	9,000 \$	0 \$	0 \$	9,000	\$	8,945	\$ 0	\$	8,945	\$	55
Public Works All Depts.														
Salaries Purchase of Service Expenses Out of State Travel Capital Outlay MWRA Sewer			\$	2,383,485 \$ 1,453,397 478,525 1,500 223,093 2,394,718	115,000		2,498,485 1,453,397 478,525 1,500 223,093 2,394,718	\$	2,484,316 1,217,680 397,913 1,429 221,246 2,394,718	\$ 0 228,412 79,532 0 0	\$	2,484,316 1,446,092 477,445 1,429 221,246 2,394,718	7,: 1,0	169 305 080 71 847 0
MWRA Water Snow & Emergency				131,168			131,168		131,168	0		131,168	44.0	0
Salaries Snow & Emergency Expense				50,000 90,000			50,000		38,720 71,336	0		38,720 71,336	11,2	
Generator a7 Fall stm 91 State Aid Contract 33476	\$	56,328		32,000	\$	1,791	30,209 56,328		30,209 56,328	0		30,209 56,328	10,0	0
State Aid Contract 34282 State Aid Contract 34254 State Aid Contract 34581				246,132 198,737 435,741		2,184 189,292 397,887	243,948 9,445 37,854		243,948 9,445 37,854	0 0 0		243,948 9,445 37,854		0 0
State Aid Contract 33165 San. Landfill Close/a18		9,457 83,000		400,741		63,346	9,457 19,654		9,457 19,654	0		9,457 19,654		0
Central Ave. Br. Des./ a19 Dis. Area TTran. Sta./a1/		11,075				11,075	0		0	0		0		0
s88 Traffic Signal Control		24,433 40,000				24,433 40,000	0		0	0		0		0
Art. 20/88atm-Close Landf	fill	22,740 1,554				16,877	5,863		5,863	0		5,863		0
Sewer Sys. Evaluation Sewer Sys. Rehab./a20/88	8	15,814			29,981	1,554 30,043	0 15,752		15,752	0		15,752		0
West St. Piping a14 85tm Reservoir St. Pump a15		5,000			20,000	0	5,000		5,000	0		5,000		0
85tm Sewer Sys. Rehab. a22/90 West St. Sewer, a16,	0	6,217		125,000		6,217 7,779	0 117,221		0 117,221	0		0 117,221		0
86atm		4,532				4,532	0		0	0		0		0
Kendrick St., a17, 86atm Art. 23/88atm-Storm Dram Art.22/88atm-Sewer Main	ıs	9,093 3,002				9,093 0	3,002		3,002	0		3,002		0
cstr Art. 21/88atm-Sewer Sys.		32,385				15,256	17,129		17,129	0		17,129		0
Rehab.		94,612				29,452	65,160		65,160	0		65,160		0

		Approp. Continued from FY'91		Current Approp.	Transfers and/or Receipts		Less: Continued Approp. to FY 1993	Total Avail, for Expend.		Expended Disburse.		Expended Open Encumb.		Expended Total	R	expended Return to Surplus
Public Works All Depts. (cor Art. 40/92atm-Sewr. Sys. Rehab.	nt.)		\$	135,000		\$	102,735 \$	32,265	\$	32,265	\$	0	\$	32,265	\$	0
Char. Riv. Wat. Sta. a18/ 84	\$	20,000					20,000	0				0		0		0
Art. 24/88atm-Rehab Water Sys.		64						64		64		0		64		0
Art. 24/90atm-Rehab Water Sys.		176,159						176,159		176,159		0		176,159		. 0
Art.41/92atm-Rehab Water Sys.				200,000			111,395	88,605		88,605		0		88,605		0
Water Sys.	\$	615,465	\$	8,578,496 \$	144,981	\$	1,084,941 \$	8,254,001		7,891,641	\$	307,944	\$	8,199,585	\$	54,416
Board of Health Salaries Expenses Purchase of Services			\$	188,659 \$ 9,700 81,641	17,800	\$	\$	188,659 27,500 81,641		170,464 14,598 78,643		10,026 496		170,464 24,624 79,139		18,195 2,876 2,502
	\$	0	\$	280,000 \$	17,800	\$	0 \$	297,800	\$	263,705	\$	10,522	\$	274,227		23,573
Veterans Services Salaries Expenses Benefits Expenses-Pking Clk.			\$	39,640 \$ 3,200 41,000 2,675	750 13,700	,	\$	40,390 3,200 54,700 2,675	) )	40,206 2,594 44,581 380		0 606 10,119 2,295		40,206 3,200 54,700 2,675		184 0 0
Expenses 1 king o	\$	0	\$		14,450	\$	0 \$	100,965		87,761	\$	13,020		100,781	\$	184
Youth Commission Salaries Expenses			\$				\$	74,602 2,270		73,666 2,269		0	\$	2,269	)	936
Enpones	\$	0	\$		0	) \$	0 \$	76,872	\$	75,935	\$	0	\$	75,935	\$	937
Council on Aging Salaries Expenses			\$	115,865 4,120			\$	115,865 4,120		112,115 4,120		0	) \$	4,120	)	- (
	\$	0	\$		0	\$	0 \$	119,985	\$	116,235	\$	0	\$	116,235	\$	3,750
Planning Board Salaries Expenses Town Master Plan a24-			\$	68,692 <b>\$</b> 3,308			\$	68,692 3,308		64,844 3,296		0		3,296	3	3,848 12
1980atm	\$	1,227				\$		0		0		0		0		2.00
	\$	1,227	7 \$	72,000 \$	0	3 \$	1,227 \$	72,000	) \$	68,140	\$	U	) \$	68,140	\$	3,860
Conservation Comm. Salaries Purchase of Services Expenses			\$	6 6,063 3,287 1,150			\$	6,063 3,287 1,150	7	6,026 309 1,150	)	0 2,978 0		6,026 3,287 1,150	7	0
	\$	0	\$	10,500 \$	0	0 \$	0 \$	10,500	) \$	7,485	\$	2,978	\$	10,463	\$	3
Board of Appeals Salaries Expenses			\$	4,900 3,100			\$	3,100	0	2,931	<u> </u>	0		2,931	1	16
	\$	0	0 \$	8,000 \$	C	0 \$	\$ 0 \$	8,000	) \$	7,826	\$	0	0 \$	7,826	, \$	17
Historical Commission Expenses			\$				\$		0 \$			-	0 \$		9 \$	
	\$	0	0 \$	500 \$	C	0 \$	\$ 0\$	500	0 \$	489	3	, 0	0 \$	489	9 \$	1
Library Salaries Purchase of Service Books and Periodicals Expenses			\$	\$ 487,000 69,725 76,625 16,650		\$		69,725 76,625 16,650	5 5 0	67,655 76,622 16,528	5 2 8	1,920 0	0	69,575 76,622 16,528	5 2 8	15
	\$	(	0 \$	\$ 650,000 \$	1	0 \$	\$ 8,500 \$	641,500	0 \$	630,398	3 9	\$ 1,920	) \$	632,318	3 \$	9,18

					Less:		<b>.</b>							
		Approp.	Current	Transfers	Continued		Total		Function	Expended	1	Consider	Unexp	
		Continued from FY'91	Current Approp.	and/or Receipts	Approp. to FY 1993	)	Avail. for Expend.		Expended Disburse.	Open Encumb.		Expended	Retui	
Park and Recreation		11011111111	Approp.	neceipis	F1 1993		Experiu.		Disbuise.	Encumb.		Total	Surp	iius
Salaries			\$ 229,594				229,594		227,042	0		227,042		2.552
Expenses			25,173				25,173		24,737	436		25,173		0
Travel Out of State			27,233				27,233		26,783	450		27,233		0
Pool Repair stm a5 92 Playground Equip.		769	15,000	\$	15,000		769		769	0		769		0
stm a4 92			25,000		25,000		0		0	0		0		0
	\$	769	\$ 322,000 \$	0 \$	40,000	\$	282,769	\$	279,331	\$ 886	\$	280,217	\$	2,552
Memorial Park														
Expenses Art.59/88atm-			\$ 600			\$	600	\$	579	\$ 0	\$	579	\$	21
Track Renov.	\$	24,704		\$	24,704		0		0	0		0		0
	\$	24,704	\$ 600 \$	0 \$	24,704	\$	600	\$	579	\$ 0	\$	579	\$	21
Grand Total	\$	980,579	\$ 51,413,840 \$ (	1,116,443) \$	1,445,083	\$	49,832,893	\$	47,793,193	\$ 814,552	\$	48,607,745	\$ 1,22	5,148
	_		 					_						

## REFERENCE

## **Town Officers**

**ELECTED** 

**MODERATOR** 

Richard P. Melick '93

**SELECTMEN** 

Sally B. Davis, Chairman '93 John D. Marr, Jr. '93 David F. Eldridge, Jr. '94 H. Phillip Garrity, Jr. '95

TOWN CLERK

Theodora K. Eaton '95

**ASSESSORS** 

Richard W. Finnegan, Chairman '94 Thomas J. Mulhern '93 Herbert L. Dodge '95

SCHOOL COMMITTEE

Caroline D. Murray, Chairman '95 Jennifer Peck Fainberg '93 Gerald A. Wasserman '93 Susan R. Posner '94 Claire Kroll Fusaro '94 Margaret G. Murphy '95 Karl H. Clauset '95

PARK AND RECREATION COMMISSION

Jeffrey I. Meropol, Chairman '95 Elinor R. Devlin '94 Dana W. Story, Jr. '94 James F. Sargent '95 Philip Robey '93

TRUSTEES OF MEMORIAL PARK

John S. Gallello, Chairman '93 Arthur M. Tiernan '94 John J. Logan, Jr. '94 Ron Sockol '95 Charles J. Mangine '95

PLANNING BOARD

Paul Killeen, Chairman '94 David G. Gerber '97 Frank S. Gallello '96 Joanne Hull Roth '93 David Kuhnhardt '93

**BOARD OF HEALTH** 

Rachel Spector '93, Chairman Saul Adams '94 David C. Bellinger '95

HOUSING AUTHORITY

Edward S. Cahalane '94 Charles H. Cahill, Jr. '96 Diane P. Matthews, '93 Stephen W. Merritt '95 Maryanne Mills '96

**COMMISSIONERS OF TRUST FUNDS** 

Robert W. Cutts '94, Chairman Robert Kettlety '95 Gerald Swartz '93

TRUSTEES OF PUBLIC LIBRARY

Charles F.C. Henderson, Chairman '95 Sally B. Powers '93 John W. Lebourveau '94 Roma Jean Brown '95 Robert D. Hall '93 Thomas M. Harkins '93 Emily M. Salaun '94

CONSTABLES

Frank J. Reinhardt '93 Walter A. Wright, Jr. '93 APPOINTED BY SELECTMEN

TOWN ADMINISTRATOR

Carl F. Valente

TREASURER AND TAX COLLECTOR

Evelyn M. Poness

DIRECTOR OF FINANCE

Carl F. Valente

TOWN COMPTROLLER

John F. Krause

**TOWN COUNSEL** 

David S. Tobin

CHIEF PROCUREMENT OFFICER

John F. Krause

DIRECTOR OF PUBLIC WORKS

Richard P. Merson

**TOWN ENGINEER** 

David F. Greenwood

**DIVISION SUPERINTENDENTS** 

Park — John Cusick Highway - Roger Stolte Sewer — Richard P. Merson

POLICE CHIEF

William G. Slowe

TRUANT OFFICER

William P. Matthes

ANIMAL CONTROL OFFICER

Harry Greenlaw

FIRE CHIEF AND SUPERINTENDENT

OF FIRE ALARM/FOREST WARDEN

Robert A. DiPoli

DIRECTOR OF CIVIL DEFENSE

Julius T. Fedel

DISTRICT DIRECTOR OF VETERANS'

**SERVICES** 

Terrence W. McGuire, Jr.

INSPECTOR OF BUILDINGS

Armand H. Lavigne

John Rosenfeld (substitute) David Berg (substitute)

INSPECTOR OF WIRING

Donald B. Griffin

James Trudeau (substitute) Harold Weeks (substitute)

Richard Greaves (substitute)

INSPECTOR OF PLUMBING AND GAS

Andrew Brown

Robert Hauptman (substitute)

Tim Sullivan (substitute)

CODE ENFORCEMENT OFFICER

Paul Miller

**DEPUTY CUSTODIAN OF BUILDINGS** 

AND GROUNDS

David L. Scahill

TRUSTEES OF GLOVER MEMORIAL

HOSPITAL

Robert T. Heald, Chairman

Larry Smith

Harry Allen John H. Cogswell

Priscilla Dasse

Mary F. Dowd

Richard S. Luskin

Edward M. Murphy

V.K. Saini Jeffrey P. Somers

MEASURER OF BARK AND WOOD

Arthur Coughlin

SEALER OF WEIGHTS AND

**MEASURES** John J. Gill

DATA PROCESSING ADVISORY

**BOARD** 

Irwin E. Weiss, Chairman Edward M. Pierce

Carl F. Valente

Charles J. Barbagallo Donald C. Brock

John R. Allison Robert W. Burke

Matthew J. Appelstein

REGISTRARS OF VOTERS

John W. Day, Chairman Mary J. McCarthy

Barbara Doyle

Theodora K. Eaton, ex-officio

BOARD OF APPEALS

Hertz N. Henkoff, Chairman

William J. Tedoldi Andrew D. Frieze

Janice Hunt (Associate)

Susan Glazer (Associate)

CONSERVATION COMMISSION

Roy A. Cramer, Chairman Alan Brand

Peter Roth

John D. Marr, Jr.

Marsha Salett

John T. Lynch

Lisa Standley

SOLID WASTE AND RECYCLING COMMITTEE

Phillip M. Wiggin, Chairman

Richard L. Malconian Robert C. Davis

Barbara Popper

William J. Fidurko

David L. Klebanoff Janie Webster

Mertina Scharback

Sally B. Davis

Joan Johnson

Robert MacEwen

HISTORICAL COMMISSION

(Article 9, Special Town Meeting, 10/76)

Elizabeth L. Rich, Chairman Carol J. Boulris

Norman A. Homsy

Dorothy D. Shearman Leslie G. Crumbaker

ANNUAL TOWN REPORT **COMMITTEE** Carl F. Valente

Jane A. Howard

FAIR HOUSING COMMITTEE

Foster S. Crook, Chairman Nina Ackerman Louise V. Condon

Thomas Leary

Richard Gatto

Carl Zangerl-Salter

### REFERENCE

ngene J. Arcand hn Wallace ul Killeen url F. Valente

#### **TS LOTTERY COUNCIL**

nristine Buscemi dele T. Chang Isan Trachman obert F. Enos uren Taggart arie Corcoran uren Wood urla Steiger-Meister

#### TV COMMITTEE

aymond E. Brassard nidio DeLollis hn Fountain mold M. Goldstein nomas G. Heckel, Jr. hn Hionides eborah Katsiroubas hn J. Logan, Jr. ary Kay Murray ary T. Riddell mes A. Simms anne Thorndike

#### HOC INSURANCE COMMITTEE

argaret S. Hale, Chairman bert H. Shapiro els H. Fischer illiam H. Niblock, Jr. thur C. Coughlin, Jr. ul Winnick

#### EPHEN PALMER RENT REVIEW D TENANT SELECTION MMITTEE

lmund J. Mahoney ary Petrini mes Sandberg onald L. Morrison obert T. Heald

#### M BANK STEERING COMMITTEE

orman P. Jacques anne Hull Roth enneth Monteith

#### M BANK MEPA ADVISORY

MMITTEE
illiam T. Cunni

illiam T. Cunningham y E. Kaplan

USING PARTNERSHIP MMITTEE

lly B. Davis hn Donovan ary E. Dunlavey Isan M. Glazer ephen Merritt Ifred J. Murphy ary Shea Pyne

#### CYCLING ADVISORY COMMITTEE

an Johnson
arriet Brush
illiam Brush
arbara Popper
nie Webster
uilip Wiggin
artina Scharback
illy B. Davis

#### **COMMISSION ON DISABILITIES**

Adrienne S. Dey Elaine Saunders Janice Kushner Alfred Coren Maureen T. Gallagher Carl F. Valente

## PHYSICAL BIOLOGICAL SCIENCE COMMITTEE

(Article 53, 1992) William Powers John Genova Jeffrey Kleiman Robert Smart David Bellinger

#### APPOINTED BY THE MODERATOR

FINANCE COMMITTEE

Cynthia Chaston, Chairman William J. Miles Michael K. Fee Matthew J. Appelstein Joseph Vicidomino Samuel Moncata Ted Owens Robert D. Friedman Paul O'Connor

#### PERSONNEL BOARD

John McKeon Donald Russell Charles W. Wyckoff Camilla Hertz

## APPOINTED BY THE ELECTED AND APPOINTED BOARDS

ASSISTANT TOWN CLERK

Louise MacLean

## SUPERINTENDENT OF SCHOOLS Frederick J. Tirrell

PLANNING DIRECTOR
Lee Newman

## PARK AND RECREATION DIRECTOR

Nancy A. White

#### LIBRARY DIRECTOR

Ann MacFate

#### ADMINISTRATIVE ASSESSOR

James C. Weidenfeller

#### DIRECTOR OF PUBLIC HEALTH

Frederic L. Cantor

#### PERSONNEL DIRECTOR

Kathleen Phipps Fitzpatrick

## EXECUTIVE DIRECTOR, COUNCIL ON AGING

Ann L. Hartstein

#### **DIRECTOR OF YOUTH SERVICES**

Thomas J. Engelman

### CONTRIBUTORY RETIREMENT

BOARD (Under vote of Town, 11/3/36) Evelyn Poness, Chairman by Selectmen J. Darrison Sillesky, by members of

Retirement Board
Thomas A. Welch, II, by vote of employees
and retirees

#### **COUNCIL ON AGING**

Morris D. Dettman, Chairman, by Selectmen Helen K. Hicks, by Selectmen Betsy M. Tedoldi, by Selectmen Vivian McIver, by Selectmen Mary C. Lyons, by Selectmen Peter B. Johnson, by Selectmen Kenneth Monteith, by Selectmen Kenneth Monteith, by Selectmen Elizabeth Casey, by Board of Health Roma Jean Brown, by Library Trustees Edward A. Pelletier, by Park and Recreation Gertrude J. Farhnam, by Housing Authority Nina Silverstein, by School Department

## FUTURE SCHOOL NEEDS COMMITTEE

(Article 62, 1950, last continued by Article 52, 1992)

Robert E. Chase, by Selectmen, Chairman Susan Posner, by School Committee Richard A. Foot, by Moderator Roger P. Toran, by Planning Board Mary Riddell, by League of Women voters Maryruth Perras, by Moderator George L. Kelleher, by Finance Committee Lorretta O'Grady, by PTC Presidents' Council Blair M. Wentworth, by Moderator

#### YOUTH COMMISSION

(Article 49, 1967)
N. Hoit Bussell, by Selectmen
Richard S. Creem, by Park and Recreation
Charlotte Sidell, by Moderator
David McGuire, by School Committee
Barbara Popper, by Finance Committee
Tom Lambert, by Police Department
Lorinda McMorran, by School Department
Daniel Herrick, by School Department

#### TRANSPORTATION COMMITTEE

Richard S. Creem, Chairman by Selectmen Neil O. Alper, by Planning Board Duncan Allen, by Selectmen John J. Gill, by Planning Board Jane A. Howard, by Moderator Lida Harkins, ex-offico Marie-Louise Kehoe, ex-officio Cheryl Jacques, ex-officio

#### DESIGN REVIEW BOARD

Joan Kutcher William Grover Stephen Tanner Peter R. Hinden Bradford S. Barnes Paul K. Cooley Patricia R. Davis

## BUILDINGS AND GROUNDS STUDY COMMITTEE

(Article 35, 1991, last continued Article 56, 1992)

John F. Cusick John W. Leberveau Keith McClelland Nancy A. White H. Phillip Garrity, Jr. Jack Kelly

### REFERENCE

#### CENTRALIZED PURCHASING STUDY **COMMITTEE**

(Article 34, 1991, last continued Article 55,

John Krause Carl F. Valente John F. Milligan Arthur Wagman

#### PARKING FACILITIES STUDY COMMITTEE

(Article 4, 1986 Special Town Meeting, last continued Article 58, 1992)

John D. Marr, Jr. Jeffrey Wolfson Joanne Hull Roth Kevin Kraska Judith Pike

#### SCHOOL DEPARTMENT FACILITIES **BUILDING COMMITTEE**

(Article 37, 1991, last continued Article 54, 1992)

Thomas Alpert Richard Davis David G. Gerber Thomas J. Houlihan Caroline M. Murray Frederick J. Tirrell Roger P. Toran Jacquelin Apsler John D. Marr, Jr.

#### WORLD WAR II COMMEMORATIVE COMMITTEE

Carol J. Boulris, Chairman Robert Bartholome Paul Clayton John Dewey Julius Fedel Henry F. Hicks, Jr. Norman A. Homsy Frances Maccagnano Ann MacFate Terrence W. McGuire, Jr. Ronald L. Morrison Jack O'Donnell Paul O'Keefe James Hugh Powers Mark Ouinzani Elizabeth Robinson James Sabin Emily Salaun Joe Sherman

## **Town Meeting** Members

#### TOWN MEETING MEMBERS AT-LARGE

Davis, Sally B Eaton, Theodora K. Eldridge, David F., Jr. Finnegan, Richard W. Garrity, H. Phillip, Jr. Henderson, Charles F. Killeen, Paul

Ron Sockol

Jay Tracey

24 Coulton Park 51 Bonwood Road 44 Ellicott Street

16 Stockdale Road 35 Highland Court

37 Lake Drive 66 Henderson Street Marr, John D., Jr. 70 Greendale Avenue Melick, Richard P. 1516 Central Avenue 30 Woodlawn Avenue Meropol, Jeffrey I. Murray, Caroline D. 156 Fair Oaks Park Spector, Rachel 24 Lexington Avenue 30 Howland Street Gallello, John S.

#### **PRECINCT A**

#### **Expiration 1995**

Genova, John D 11 Jennifer Circle Hoban, Robert E., Jr. 104 Hunnewell Street Lempitski, Richard D. 23 River Park Street Luskin, Richard S. 53 Wayne Road Randall, Blanche D. 62 Noanett Road 60 Horace Street Reardon, Michael W. Tarallo, George 76 Ardmore Road Waldstein, Doris O. 20 Wayne Road

#### **Expiration 1994**

38 River Park Street Bleakney, John P. 23 Lynn Road Fainberg, Jennifer Peck Kumor, Claudette J. 22 River Park Street 57 Noanett Road Nagel, Ira A. Robinson, Elsie 127 Noanett Road Rosenberg, Linda A. 30 Lynn Road 44 Reservoir Avenue Silverstein, Irwin 20 Lakin Street Swanson, Louise P.

#### **Expiration 1993**

Creem, Richard S. 12 Gary Road 210 Hillside Avenue D'Addesio, Kathryn L. Hamburger, Stephen Henkoff, Hertz N. 33 Gould Street 52 Wayne Road Randall, Sydney 62 Noanett Road Robinson, Herbert 127 Noanett Road 30 Wayne Road Shapiro, Sylvia Spiros, Carolyn M. 60 Wayne Road

#### PRECINCT B

#### **Expiration 1995**

Alpert, Thomas M. 46 Pine Grove Street Anastas, Deborah H. 165 Brookside Road Coren, Alfred S. 113 Hunnewell Street Hobson, Walter E 57 Brookside Road 101 Clarke Circle Johnson, Joan M. 340 West Street Levy, Jason L. 177 Jarvis Circle Mills, Albert E. 56 Pershing Road Remnitz, A. Fay 80 Rolling Lane Wasserman, Gerald A.

#### **Expiration 1994**

18 Pine Grove Street Duncan, William E. Evans, Mary Lou 54 Clarke Road Glazer, Susan M. 64 Booth Street Ide. Trudi R. 160 Brookside Road 101 Clarke Circle Johnson, Peter B. Sweet, William L. 361 West Street 78 Clarke Circle Tippet, Harriet D. Woodley, John D. 95 Clarke Road

#### **Expiration 1993**

Butler, Roland V. 52 Crescent Road Evans, Robert E. 54 Clarke Road Jaszek, Sandra E. 18 Crescent Road Manning, Lee B. 103 Nardone Road O'Hara, John M. 18 Rolling Lane Page, Meredith P. 19 Glendale Road

34 Birch Street Stallings, James B. Waldman, Frederick 86 Damon Road Whalen, John F., Jr. 297 West Street

#### PRECINCT C

#### **Expiration 1995**

Eaton, Laurence G. 51 Bonwood Road Chaston, Cynthia J 77 Standish Road Hyland, Patrick J. 73 Stewart Road Lintz, Daniel L. 71 Fuller Brook Ave Lombard, David W. 44 Colonial Road 1725 Great Plain Aver Messing, Daniel P. O'Brien, Mary J. P. 27 Carol Road Scharback, Mertina L. 94 Oxbow Road

#### **Expiration 1994**

Anderson, Susan M. 34 Pond Street 49 Colonial Road Cox, Gilbert W., Jr. Oliveri, Andrew J. 93 Mayflower Road 39 Alden Road Russian, Rita A. 100 Mackintosh Ave Sockol, Lois Sockol, Ron 100 Mackintosh Ave Story, Dana W., Jr. 28 Perry Drive Wyckoff, Charles W. 85 Pine Street

#### **Expiration 1993**

Broad, Russell S., Jr. 94 Mayflower Road Cogswell, John H. 1479 Great Plain Ave Davis, Stanton H. 54 Mackintosh Ave Dugan, William H., Jr. 29 Pine Street 73 Mackintosh Ave Lebow, Judith S. McIntosh, Kathleen R. 61 Fuller Brook Ave Pransky, Sheila G. 100 Mayflower Road Sillesky, J. Darrison 41 Perry Drive

#### PRECINCT D

#### **Expiration 1995**

Feely, Susan C. 66 Francis Street Hunt, Roger B. 969 South Street 1200 Great Plain Ave Kloss, Elizabeth B. Kunhardt, David W. 59 Maple Street 36 Marked Tree Ro Miara, Christine H. Uhl, Gary J. 16 Emerson Place Webber, Diane S. Wizer, Andrea Jan 44 Oakhurst Road 7 Emerson Road

#### **Expiration 1994**

Adams, Joan E. 1206 Great Plain Ave Boulris, Carol Johnson 203 Country Way 6 Ferndale Road Dwyer, Dorothy D. Lewis, Kathleen M. 99 Linden Street 1780 Central Avenue Mela, Thomas A. Morrison, Ronald L. 110 Country Way Powers, Sally B. 47 Scott Road Powers, William M. 47 Scott Road

#### **Expiration 1993**

210 Charles River S Barnes, Bradford S. Conturie, Cynthia 96 Robinwood Ave 392 Country Way Davis, Jonathan M. Frieze, Andrew D. 70 Windsor Road 86 Barrett Street Ganung, Cynthia A. 1180 Great Plain Ave Grigg, Irma 128 Country Way Malconian, Richard L. 182 Marked Tree Re Pitts, Joseph Pratt. Robert Todd 81 Sylvan Road 84 Sylvan Road Rockmore, Joyce S. Soisson, Thomas F. 128 Maple Street

PREC	CINCT E	PREC	INCT G	PRE	CINCT I
Expira	tion 1995	Expirat	ion 1995	Expira	tion 1995
r, Mary Jane mings, Lawrence R. farderosian, Ann a, Paul J. leister, David L. nan, Joan C.	914 Webster Street 27 South Street 130 Fox Hill Road 149 Laurel Drive 88 South Street 25 Green Street	Bigelow, Janet P. DeMeis, Richard Fredericks, Christian H., Jr. Owens, Jill E. Pulver, Sheila G. Reardon, Frank E.	144 Washington Avenue 126 Powers Street 25 Otis Street 98 Wilshire Park 24 Bradford Street 44 Sargent Street	Benfield, Peter B. Browne, Gerald R. Burt, Alan D. Gerber, David C. Lebourveau, John W. Messias, Elaine E.	84 Paul Revere Road 242 Hillcrest Road 67 Washington Avenue 3 Holmes Street 174 Washington Avenue 38 Fairfax Road
ak, Edward Jr. neider, Jon D.	20 Churchill Lane 210 South Street	Salett, Marsha C. Smart, Robert T., Jr.	21 Eaton Road 25 Mayo Avenue	McCaffrey, Maureen T. Roggeveen, Barbara	285 Manning Street 30 Savoy Road
Expira	tion 1994	· ·	tion 1994	Expira	tion 1994
m, Roma Jean s, Robert C. ert, Mary H. th, Nancy Winbury ard, Jane A. nan, Jeffrey as, Maryruth nson, Amy	30 Edgewater Lane 24 Coulton Park 141 Edgewater Drive 179 South Street 119 Green Street 103 Lawton Road 42 Oakhurst Circle 100 Laurel Drive	Abbott, Susan W. Eldridge, Margaret M. Hart, Elizabeth M. Heald, Robert T. Keleher, George L. Murphy, Margaret G. Oldfield, Mary Ann Phalen, Jean R. Popper, Barbara K.	60 Otis Street 44 Ellicott Street 44 Stevens Road 86 Eaton Road 383 Manning Street 34 Bradford Street 260 Warren Street 107 Wilshire Park 31 Wilshire Park	Alper, Neil O. Day, John W. Denver, Paul F. Devlin, Elinor R. Fusaro, Claire Kroll Keefe, Deborah J. Quirk, Mary D. Riley, Margaret A.	245 Brookline Street 35 Morley Street 7 Beaufort Avenue 45 Washington Avenue 57 Brookline Street 122 Lindbergh Avenue 56 Paul Revere Road 50 Edwardel Road
Expira	tion 1993	ropper, barbara N.	31 WHISHING FAIR	Expira	ition 1993
tow, Frederick E. er, William C. helly, John P. Adrienne S. pton, Carol S. her, Susan R. mergrad, David y, Carol A.	86 Livingston Circle 104 Sutton Road 40 Green Street 35 Laurel Drive 100 Lawton Road 146 South Street 62 Green Street 1087 Webster Street	Buckley, Patricia B. Chase, Robert E. deLemos, Carol H. Gallello, Frank S. O'Keeffe, Kathleen J. Owens, Paul Theodore Riddell, Mary T. Ryan, John J. Weitzen, Richard B.	ition 1993  155 Fair Oaks Park 74 Washington Avenue 32 Prince Street 29 Howland Street 49 Coolidge Avenue 98 Wilshire Park 20 Cleveland Road 847 Webster Street 66 Eaton Raod	Attridge, Paul H. Burt, Susan M. Bean, Thomas O. Giles, Elizabeth A. Hall, Robert D., Jr. Hughes, Susanne D. Merna, John E. Wilson, Nancy L.	59 Powers Street 67 Washington Avenue 54 Wachusett Road 188 Highgate Street 204 Hillcrest Road 6 Morningside Road 312 Manning Street 25 Helen Road
PREG	CINCT F	Wentworth, Deborah C.	528 Great Plain Avenue	PR	ECINCT J
Expira	tion 1995			Expira	ition 1995
oin, Kirsten D.  , Mary Ellen ins, Thomas M. arty, F. Timothy, Jr. Elizabeth M. sh, Dexter H., Jr. Jggan, Donnell F. erts, Deborah L. n, Sandra Balzer	<ul> <li>301 Nehoiden Street</li> <li>48 Meadowbrook Road</li> <li>24 May Street</li> <li>55 Blacksmith Drive</li> <li>43 Kingsbury Street</li> <li>286 Rosemary Street</li> <li>125 Meadowbrook Road</li> <li>95 Fair Oaks Park</li> <li>26 Meadowbrook Road</li> </ul>		tion 1995  131 Broad Meadow Road 42 Douglas Road 1085 Greendale Avenue 29 Sterling Road 24 Woodbury Drive 111 Dawson Drive	Chase, Marc S. Crocker, David C. Crook, Foster, S. Dermody, William R. Downs, Robert A. Gill, John J. Mancini, Maria T. Murphy, Alfred J.	149 Lexington Avenue 80 Spring Road 3 Thorpe Road 12 Concord Street 51 Virginia Road 36 Homestead Park 15 Rosalie Road 12 Mark Lee Road
Expira	tion 1994	Sheridan, Joan D'Arcy	107 Valley Road	Connell, John F.	ration 1994 61 Lexington Avenue
r, Susan D. s, Richard W. hews, Daniel P. ahan, Rita L. ghton, John J., Jr. , Judith R. g, Catherine C. oo, William A.	<ul> <li>273 Nehoiden Street</li> <li>233 Nehoiden Street</li> <li>31 Rosemary Street</li> <li>15 Morton Street</li> <li>61 Warren Street</li> <li>330 Rosemary Street</li> <li>31 Rosemary Street</li> <li>330 Nehoiden Street</li> </ul>	Buckley, Therese A. Devine, David F. Doyle, Barbara Buckley Larsen, Robert Y. Margolis, Marjorie M. Murphy, Edward B. Murphy, Marguerite V.	42 Broad Meadow Road 141 Dawson Drive 214 Elmwood Road 150 Tudor Raod 20 Mann Avenue 9 Grosvenor Road 142 Broad Meadow Road	Herd, Mary Ellen Mather, Marcia C. Miles, Jo-Ann Skinner, George F. Tedoldi, Betsy M. Tower, Bonnie Jean Walsh, Maura O.	146 Warren St. 179 Paul Revere Road 9 Park Avenue 118 Manning Street 68 High Street 55 Burnside Road 108 Manning Street
Expira	ition 1993	Evnira	tion 1003	Caulfield, Thomas E.	8 Virgina Road
rly, Alden o, Richard W. in, Edith B. gan, John F. ers, James Hugh I, Joanne Hull nan, Arthur M., Jr. In, Sarah Ann zhout, Ann Marie sko, Gregory John	<ul> <li>10 Lewis Street</li> <li>17 Rosemary Street</li> <li>21 Newell Avenue</li> <li>25 Blacksmith Drive</li> <li>263 Nehoiden Street</li> <li>93 Garden Street</li> <li>21 Warren Street</li> <li>945 Central Avenue</li> <li>1092 Highland Avenue</li> <li>70 May Street</li> </ul>	Carter, Robert M. McElroy, Caroline Q. McMorrow, Eugene S. Nutile, Eleanor Nutile, Leroy J. O'Rourke, John F. Sheridan, Hugh B., Jr. Wilmot, Barbara R.	145 Tudor Road 24 Woodbury Drive 22 De Francesco Circle 60 Tudor Road 60 Tudor Road 50 Broad Meadow Road 107 Valley Road 103 Hillcrest Road	Gerber, Jeanne Durkin Markarian, Mary Claire Miles, William J. Picariello, Andrew Prihoda, John R. Salaun, Emily M. Stern, Lynne D.	21 Manning Street 21 Concord Street 9 Park Avenue 590 Highland Avenue 107 Lexington Avenue 101 Tower Avenue 117 Hoover Road

# SPECIAL TOWN MEETING WARRANT

## TOWN OF NEEDHAM

7:30 P.M.
MONDAY, OCTOBER 28, 1991
NEWMAN MIDDLE SCHOOL

#### COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Middle School in said Town on

#### MONDAY, OCTOBER 28, 1991

at seven-thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

#### ARTICLE 1. FUND COLLECTIVE BARGAINING AGREEMENT/PUBLIC WORKS ASSOCIATION

To see if the Town will appropriate a sum of money to fund a collective bargaining agreement between the Town and the Public Works Association, and to amend the necessary line items in the 1992 Operating Budget as voted at the 1991 Annual Town Meeting under Article 29, to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

ARTICLE 2. FUND COLLECTIVE BARGAINING AGREEMENT/NEEDHAM FIREFIGHTERS, LOCAL 1706, IAFF, UNITS A, B, AND C.

To see if the Town will appropriate a sum of money to fund a collective bargaining agreement between the Town and the Needham Firefighters, Local 1706, IAFF, Units A, B, and C, and to amend the necessary line items in the 1992 Operating Budget as voted at the 1991 Annual Town Meeting under Article 29, to fund same; or take any other action relative thereto.

**INSERTED BY: Board of Selectmen** 

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### ARTICLE 3. FISCAL YEAR 1992 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1992 Operating Budget, adopted under Article 29 at the 1991 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

**INSERTED BY: Finance Committee** 

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 4. FILE A PETITION WITH THE GENERAL COURT TO PASS A SPECIAL ACT TO ESTABLISH A FUNDING SCHEDULE FOR THE TOWN OF NEEDHAM RETIREMENT SYSTEM

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with clause (1), Section eight of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act printed below as a part of this Article and entitled "AN ACT TO ESTABLISH A FUNDING SCHEDULE FOR THE TOWN OF NEEDHAM RETIREMENT SYSTEM", or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham, or take any other action relative thereto.

NOTE: The text of the Special Act is as follows:

Whereas, the deferred operation of this act would tend to defeat its purpose, which is to immediately establish a funding schedule for the Town of Needham Retirement System, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Needham Retirement System is hereby deemed to have accepted the provisions of section twenty-two D of chapter thirty two of the General Laws; provided, however, that notwithstanding the provisions of the first sentence of subdivision (1) of said section twenty-two D, said retirement system may adopt a funding schedule established under said subdivision (1) of said section twenty-two D which would set forth total annual payments in any of its first six fiscal years which are less in any such year for such system or for such other assumed liabilities; and provided further, that said retirement system shall not be subject to the provisions of paragraph (e) of subdivision (4) of said section twenty-two D.

Section 2. Notwithstanding the provisions of clause (1) of paragraph (c) of subdivision (7) of said section twenty-two of chapter thirty-two of the General Laws or of any other general or special law to the contrary, the amounts determined by the actuary of the public employee retirement administration on or before December fifteenth, nineteen hundred and ninety as the required payments into the pension fund of the Town of Needham Retirement System for the fiscal year commencing July first, nineteen hundred and ninety-one, in accordance with said clause (1), shall be revised in accordance with the amount required in an actuarial funding schedule which fulfills the requirement of section one of this act and has been approved by said actuary. Such revised amount shall be in accordance with an approved actuarial funding schedule; provided however, that any such schedule shall be submitted to said actuary on or before October first, nineteen hundred and ninety-one and the resulting revised appropriation shall be issued by said actuary no later than January fifteenth, nineteen hundred and ninety-two.

Section 3. This act shall take effect upon its passage.

INSERTED BY: Contributory Retirement Board
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 5. ACCEPT M.G.L. CHAPTER 40, SECTION 42J (DEFERRAL OF WATER CHARGES)

To see if the Town will vote to accept the provisions of Chapter 40, Section 42J of the Massachusetts General Laws with respect to deferring water charges; or take any other action relative thereto.

NSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### Summary:

Acceptance of Section 42J of LChapter 40 of the General Laws permits the Board of Selectmen acting as the Water Commissioners under Section 69B of Chapter 41, to defer charges for water supplied to the property of an owner who applies, if the owner is already receiving an exemption from property taxes with respect to the same property under M.G.L. Chapter 59, Section 5, Clause 41A. An application for deferral may be filed with the Selectmen within the time stablished for filing an application for exemption under said clause 41A. Once qualified for the deferral it is applicable in ubsequent years.

The selectmen shall notify the Board of Assessors of any such deferral and shall annually notify the Assessors of any unpaid water rates and charges to be added to the tax bill. The charges shall be committed by the Assessors along with the real estate taxes for each fiscal year, and secured by the statement of lien executed pursuant to said clause 41A. No additional notice or statement of lien need be recorded but the amount of the deferred charges shall be listed on any ertificate of liens issued under Sections 23, 23A or 23B of Chapter 60.

Whenever a person ceases to receive an exemption under clause 41A the Board of Assessors shall cease deferring ne water rates.

Interest shall be charged on deferred water charges at the same rate as interest on taxes deferred under said clause 1A. The deferred charges, together with accrued interest, shall be due and collectible at the same time and upon the same erms as taxes deferred under clause 41A. The deferred water charges shall not be used to determine whether a taxpayer ontinues to be eligible for exemption under said clause 41A.

#### ARTICLE 6. ACCEPT M.G.L. CHAPTER 83, SECTION 16G (DEFERRAL OF SEWER CHARGES)

To see if the Town will vote to accept the provisions of Chapter 83, Section 16G of the Massachusetts General Laws with respect to deferring sewer charges.

**INSERTED BY: Board of Selectmen** 

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

#### Summary:

Acceptance of Section 16G of Chapter 83 of the General Laws permits the Board of Selectmen which is responsible for assessing charges for the use of common sewers pursuant to Section 16 of Chapter 83, to defer charges for use of the common sewers which serve the property of an owner who applies, if the owner is already receiving an exemption from property taxes with respect to the same property under M.G.L. Chapter 59, Section 5, clause 41A. An application for deferral may be filed with the Selectmen within the time established for filing an application for exemption under said clause 41A. Once qualified for the deferral it is applicable in subsequent years.

The selectmen shall notify the Board of Assessors of any such deferral and shall annually notify the Assessors of any unpaid sewer use charges to be added to the tax bill. The charges shall be committed by the Assessors along with the real estate taxes for each fiscal year, and secured by the statement of lien executed pursuant to said clause 41A. No additional notice or statement of lien need be recorded but the amount of the deferred charges shall be listed on any certificate of liens issued under Sections 23, 23A or 23B of Chapter 60.

Whenever a person ceases to receive an exemption under clause 41A the Board of Assessors shall cease deferring the sewer use charges.

Interest shall be charged on deferred sewer use charges at the same rate as interest on taxes deferred under said clause 41A. The deferred charges, together with accrued interest, shall be due and collectible at the same time and upon the same terms as taxes deferred under clause 41A. The deferred sewer charges shall not be used to determine whether a taxpayer continues to be eligible for exemption under said clause 41A.

### ARTICLE 7. AUTHORIZATION TO BORROW (Generator for DPW Building)

To see if the Town will vote to raise and appropriate a sum of money for the purchase of a generator at the Public Works Building; determine how such sum shall be raised and how expended; or take any other action relative thereto.

**INSERTED BY: Board of Selectmen** 

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### ARTICLE 8. ACCEPT M.G.L. CHAPTER 32B, SECTION 18

To see if the Town will vote to accept the provisions of General Laws Chapter 32B, section 18; or take any other action relative thereto.

**INSERTED BY: Board of Selectmen** 

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### Summary:

Section 18 of General Laws Chapter 32B, added by Section 122 of Chapter 138 of the Laws of 1991, permits the Town to require that retirees, their spouses and dependents who are insured or eligible to be insured under Chapter 32B, if enrolled or eligible for coverage in Medicare part A at no cost, transfer to a Medicare extension plan offered by the governmental unit under Section 11C or Section 16 of Chapter 32B. The retirees shall be required to provide such information as is necessary to transfer to a Medicare extension plan and may be required to provide proof certified by the federal government of their eligibility or ineligibility for Medicare part A and part B coverage. If a retiree does not submit the information required, he shall no longer be eligible for his existing health coverage. The Town must pay any Medicare part B premium penalty assessed by the federal government on said retirees, spouses and dependents as a result of enrollment in Medicare B at the time of transfer into the Medicare health benefits supplement plan.

#### RTICLE 9. CLASSIFICATIONS AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to reclassify the title Director, Park and Recreation from the grade M-1 to the grade M-2 on Schedule A of the Classification and Standard Rates of Compensation Schedule; and to establish the new lassification of Building Monitor at the rate of \$5.50 per hour on Schedule C of the Classification and Standard Rates of compensation Schedule; in accordance with the Consolidated Personnel By-Law, Article 9 of the General By-Laws of the cown of Needham; or take any other action relative thereto.

NSERTED BY: Personnel Board

INANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

#### RTICLE 10. AUTHORIZATION TO BORROW (SCHOOL BUILDING - ARCHITECT FEES)

To see if the Town will vote to authorize a sum of money for Architectural and Engineering design and bidding ervices for the renovation of certain school facilities, to be spent under the direction of the School Committee, to etermine how such sum of money shall be raised; or take any other action relative thereto.

**NSERTED BY: School Committee** 

INANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

#### RTICLE 11. COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

NSERTED BY: Board of Selectmen

INANCE COMMITTEE RECOMMENDS THAT: No Recommendation

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after id day and hour.

Given under our hands at Needham aforesaid this 8th day of October, 1991.

H. Phillip Garrity, Jr.
Sally B. Davis
John D. Marr, Jr.
Marcia M. Carleton
David F. Eldridge, Jr.
SELECTMEN OF NEEDHAM

TRUE COPY

itest:

onstable

Walter A Wright, Jr.

Town Clerk's Office 1471 Highland Avenue Needham, MA 02192

ATTN: SPECIAL TOWN MEETING WARRANT



## TOWN OF NEEDHAM MASSACHUSETTS

1992 ANNUAL
TOWN MEETING WARRANT
BUDGET RECOMMENDATIONS

of

THE FINANCE COMMITTEE

\*\*\*\*

FY 93-97 CAPITAL IMPROVEMENT PLAN SUMMARY

\* \* \* \*

ANNUAL REPORTS OF:
FINANCE COMMITTEE
PUBLIC WORKS DEPARTMENT
PLANNING BOARD

\* \* \* \*

ELECTION....Monday, April 13, 1992

Business Meeting at 7:30 P.M. on Monday, May 4, 1992

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## THE 81ST ANNUAL REPORT OF THE FINANCE COMMITTEE

#### Fellow Citizens of Needham:

As the Finance Committee began its preparations for the FY93 budget this past fall, Needham was facing another year of rapidly increasing expenses for fixed costs items such as health insurance and retirement benefits. This increase was projected to be almost equal to the total increase in property tax revenues permitted under Proposition 2 1/2, less the reduction anticipated in State Aid. In total, Needham's fixed costs, shown as TOWNWIDE EXPENSES on page 8, will increase \$553,753 from \$13,222,158 in FY92 to \$13,775,911 in FY93. When compared to the \$867,737 increase in revenue from the real estate tax levy and the \$360,000 decrease projected in State Aid, the Town's early budget estimates for FY93 projected a deficit of \$46,016 simply as the result of fixed costs increasing faster than revenues.

With these devastating revenue projections in mind, the Finance Committee requested that departments "level fund" their FY93 budget requests at FY92 levels. Further, the Committee asked that this be done without sacrificing existing Town services. With the cooperation of the various executive officials in Town, department heads appeared before our Committee and, for the most part, presented level funded budgets.

#### STABILIZATION FUND

The FY93 budget prospects improved by mid-winter when the Town's effort to have legislation adopted that would reduce the Town's pension costs was successful. As a result, the amount of dollars needed to fund the Town's pension plan has decreased dramatically for FY92-95. Specifically, in FY 92, the Town's required funding of its pension program was approximately \$400,000 less than the budgeted amount. In FY93, the Town's pension contribution will decrease by approximately \$800,000 over previously projected amounts.

The Finance Committee is recommending that the Town Meeting set aside the entire amount of the FY92 pension savings into a Stabilization Fund. This \$400,000 would, therefore, be available to Town Meeting to meet our capital and operational needs in FY94 and beyond.

#### COLLECTIVE BARGAINING

For the first time in years, all of the Town's collective bargaining agreements are ending as of the same date, June 30, 1992. These include agreements with the police, fire, DPW, teachers and other school and town department employees. The level funded budgets did not include any funds for the costs associated with the outcome of these negotiations.

The Finance Committee's reserve account and the School department's budget do contain amounts sufficient to cover any modest increases which might result from the collective bargaining process. Each increase of 1 percent for all general government and school employees costs the Town approximately \$275,000.

#### OPERATING BUDGET INCREASES

The operating budgets of most departments, exclusive of any collective bargaining agreements, will increase less than 1 percent under the Finance Committee's recommended budget. The only General Government department to receive an increase of greater than 1 percent is the Department of Public Works (DPW) which is proposed to increase by \$97,000 to \$4,892,022. This increase, however, is largely for the purchase or replacement of necessary equipment which had been deferred in previous years. DPW salaries, purchase of services and expense line items have all decreased from FY92 levels.

Finally, the Finance Committee is recommending that the School Department budget increase by \$540,000. This increase includes an amount for potential collective bargaining settlements which the other departmental budgets do not currently include. In all likelihood, the School increase for non-salary items will be equivalent to the non-salary increases granted to other Town Departments.

#### CAPITAL PROJECTS PLAN

As the Finance Committee finished its analysis of the FY93 budget, it became clear that the capital needs of the Town had to be addressed. To meet annual operating expenses, most departments could no longer fund capital items within operating budgets. The Finance Committee believed, however, that provisions had to be made for these inevitable important expenses.

Pursuant to the recently amended Town By-law, a capital projects plan was prepared by the Board of Selectmen and reviewed by the Finance Committee. The requested projects were separated into several categories and a financing plan prepared. In the recent past, the Town has funded projects in three ways: 1) the individual department would pay for purchase out of its operating budget (for example, police cars are funded through the police department budget and vehare funded through the DPW operating budget); 2) the cost of certain capital purchases would be financed for a period years by issuing long term debt; and 3) substantial projects have been submitted for a Proposition 2 1/2 Override vote be Town (for example, renovations to the high school and the police and fire stations were funded by Override votes). The payments for these Override approved projects are outside the limits of Proposition 2 1/2.

The Finance Committee has recommended that a number of capital purchases be made within the Police and I operating budgets under the line items entitled "capital outlay". The Finance Committee has also recommended that corprojects be approved for financing through borrowing, that is, issuing long term debt. The FY93-94 re-payment of this is scheduled, however, in a manner to would maintain the current level of debt payments that the Town is making in FY (approximately \$900,000 excluding Hospital related debt).

The Town is also facing possible Override votes for funding of the Newman and Pollard Schools renovations in the comonths. A presentation on the impact of the borrowing for these projects will be made at Town Meeting. The Town is well on the way to a five-year capital projects plan which should result in a reasonable approach to maintaining the Town assets at an acceptable level of expenditure.

#### CONCLUSION

The Town faces critical decisions in the 1990's. The landfill closure is at least a \$6 million dollar project. The incre enrollment in the elementary schools will require more teachers and more classrooms with all of the associated of Increasing water and sewer charges imposed upon the Town by the MWRA will most likely cause the fees for these service continue to escalate.

If the level of cooperation which was exhibited this year is maintained by all Town departments, however, these demonstrates can be managed. For the first time in years, the Town has a Stabilization Fund to help meet the costs of these future project. The Town has a long term capital projects plan to prevent a rapid increase in debt payments. With proper planning the Town ball to maintain a constant funding level for debt service payments within the budget. With the continued support hard work of the Town's volunteer boards, elected officials and employees, Needham will continue to flourish as one of best communities in the Commonwealth in which to live and raise our families.

Frank E. Reardon, Chairman Cynthia J. Chaston, Vice Chairman Ted Owens Matthew J. Applestein Michael K. Fee Niels H. Fischer William J. Miles Joseph V. Vicidomino Robert D. Friedman Gerard G. Sullivan, Executice Secretary

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50	Continue Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System.	Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System
51	Continue Parking Facilities Study Committee	Parking Facilities Study Committee
51	West Street Traffic Enforcement	Citizen's Petition
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	48 48 49 49 49 49 50 50 50 51 51	Amend General By-Law Section 2.2.4.2.1 - (Assignment of Street Numbers)  Amend General By-Law Section 1.11.1(b) - (Number of School Committee Members)  Lien for Sewer Charges  Authorize Selectmen to Contract with Recycling Facility  Home Rule Petition - Redistricting  Continue Solid Waste Disposal Study Committee  Continue Future School Needs Study Committee  Establish Electromagnetic Radiation Study Committee  Continue School Department Facilities Building Committee  Continue Central Purchasing Study Committee  Continue Buildings and Grounds Study Committee  Continue Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System.

### PRELIMINARY REVENUE FORECAST - FY 1993

		ACTUAL	ESTIMATED	PROJECTEI
		RECEIPTS	RECEIPTS	RECEIPTS
		FY 91	FY 92	FY 93
RECEIF				
	Motor Vehicle Excise	2,085,108	1,900,000	1,800,000
	Sewer Charges	2,438,960	3,253,020	4,421,020
	Water Charges	1,234,686	1,250,000	1,250,000
	Trash Disposal Charges	281,410	400,000	400,000
	Recreation	236,822	211,000	215,500
	Licenses & Permits	445,851	445,000	400,000
	Special Assessments	25,967	25,000	30,000
	Fines & Forfeits	166,608	170,000	180,000
	Investment Income	734,465	640,680	575,000
	Hotel Tax	250,937	120,000	150,000
	Hospital "Overhead" Payments	1,934,526	2,082,699	1,760,000
	Other Receipts	479,645	482,000	600,000
	SUB-TOTAL	10,314,985	10,979,399	11,781,520
REVEN				
	Real & Personal Property Tax Levy	31,254,842	34,297,043	35,212,273
	Cherry Sheet Receipts	3,515,020	2,585,690	2,225,690
	SUB-TOTAL	34,769,862	36,882,733	37,437,963
RESER	VES:			
	Undesignated Fund Balance (Free Cash)	1,316,000	1,099,000	747,000
	Reserved for Appropriation	70,000	70,000	55,000
	Overlay Surplus	95,000	95,000	0
	Sale of Assets	0	0	5,000
	Stabilization Fund	38,000	0	525,206
	SUB-TOTAL	1,519,000	1,264,000	1,332,386
	TOTAL REVENUE	46,603,847	49,126,132	50,551,869
LESS:				
LLUU.	Overlay (reserve for abatements)	722,842	539,760	450,000
	Cherry Sheet Offsets	382,086	369,433	369,433
	Cherry Sheet Assessments	926,574	910,461	974,193
	AVAILABLE FOR APPROPRIATION:	44,572,345	47,306,478	48,758,243

		' 93 OPERATING BUDGE	
	EXPENDED FY 91	APPROPRIATED FY 92	RECOMMENDED
OWNWIDE EXPENSES:	<u>F1 91</u>	<u>F 1 92</u>	<u>FY93</u>
reet Lighting	345,425	365,000	378,000
arbage Collection	95,664	95,000	96,000
surance, General	572,582	474,000	547,470
niformed Services, Medical	73,797	86,000	92,900
orkers Compensation	437,408	470,000	487,600
elf Insurance, Property & Casualty		12,000	12,000
surance, Group Health & Life	2,792,732	3,980,000	3,980,000
nemployment Compensation	64,146	30,000	30,000
aturing Bonds	1,043,789	736,333	829,944
and Interest	187,711	259,593	186,647
ontributory Retirement Assess.	3,054,665	3,526,631	2,892,323
on Contributory Retirement	222,000	214,000	210,000
I.W.R.A. Sewer	1,756,659	2,394,718	3,452,000
I.W.R.A. Water	49,954	131,168	93,703
linuteman Voc. Assessment	442,781	447,715	487,324
ownwide Expenses = 28.25%	11,151,313	13,222,158	13,775,911
EPARTMENT BUDGETS:			
oard Of Selectmen	439,662	432,245	463,657
own Clerk	74,332	76,000	74,140
oard of Registrars	81,810	75,200	83,016
egal	172,919	130,000	132,386
ersonnel Board	0	1,000	1,025
ssessors	215,215	222,000	223,661
inance Department	1,008,361	1,039,074	1,013,752
inance Committee	9,053	377,751	587,484
ontributory Retirement	41,328	43,317	43,597
ducation	19,395,327	19,178,000	19,718,028
olice	2,507,534	2,602,113	2,627,187
ire	3,194,331	3,360,115	3,336,233
ivil Defense	17,145	18,000	18,000
uilding	127,734	138,033	142,914
ealer of Weights & Measures	8,565	9,000	9,190
epartment of Public Works	4,572,277	4,795,000	4,892,022
oard of Health	255,769	280,000	283,172
Veterans Services	89,780	86,515	87,870
outh Commission	71,398	76,872	78,403
ouncil On Aging	68,268	119,985	121,235
ommission on Disabilities	08,208	500	513
lanning Board	69,632	72,000	73,500
onservation Commission	9,177	10,500	10,642
oard of Appeals	7,731	8,000	8,100
listorical Commission	555	500	513
ibrary	407,457	650,000	655,964
ark & Recreation	304,446	282,000	285,513
lemorial Park	120	600	615
epartment Budgets = 71.75%	33,626,238	34,084,320	34,972,332
article 32	0	0	10,000
OTAL OPERATING BUDGET	· ·	47,306,478	48,758,243

#### OPERATING BUDGET RECOMMENDATIONS FOR FISCAL YEAR ENDING JUNE 30, 1993

#### Submitted by the Finance Committee

GENERAL NOTE: Fiscal year 1991 Expended column and fiscal year 1992 Appropriated column have been restated to reflect the consolidated expense request grouping for fiscal year 1993.

		EXPENDED FY 91	APPRO- PRIATED FY 92	REQUESTED FY 93	AMENDMENT
	WIDE EXPENSES				
(28.25	% of Budget Total)				
010	Street lighting	345,425	365,000	378,000	
011	Garbage collection	95,664	95,000	96,000	
012	Insurance, general	572,582	474,000	547,470	
013	Health insurance	2,792,732	3,980,000	3,980,000	
014	Worker's compensation	437,408	470,000	487,600	
015	Prop. self insurance	12,000	12,000	12,000	
016	Unif. serv. self insurance	73,797	86,000	92,900	
017	Unemployment compensation	64,146	30,000	30,000	
018	Maturing bonds	1,043,789	736,333	829,944	
019	Bond interest	187,711	259,593	186,647	
020	Contributory retirement	3,054,665	3,526,631	2,892,323	
021	Chapter 32 retirement	222,000	214,000	210,000	
022	MWRA sewer assessment	1,756,659	2,394,718	3,452,000	
023	MWRA water assessment	49,954	131,168	93,703	
024	Minuteman Voc. assessment	442,781	447,715	487,324	
ТОТА	L: TOWNWIDE EXP.	11,151,313	13,222,158	13,775,911	
GENE	RAL GOVERNMENT				
	of Budget Total)				
BOAR	D OF SELECTMEN:				
101	Salaries	242,167	248,024	283,599	
102	Purchase of service	125,080	132,571	153,708	
103	Expenses	65,440	46,650	20,750	
104	Capital outlay	6,975	5,000	5,000	
105	Travel-out of state	0	0	600	
	TOTAL	439,662	432,245	463,657	
TOWN	I CLERK:				
106	Salaries	70,756	73,097	69,469	
107	Purchase of service	0	, ,	2,716	
108	Expenses	3,576	2,903	1,900	
109	Travel- out of state	0	0	55	
	TOTAL	74,332	76,000	74,140	

			APPRO-		
		EXPENDED FY 91	PRIATED FY 92	REQUESTED FY 93	AMENDMENT
	RAL GOVERNMENT (Continued	)			
(1.559	% of Budget Total)				
BOAR	D OF REGISTRARS:				
110	Salaries	44,330	45,365	44,156	
111	Purchase of service	0	0	20,100	
112	Expenses	19,643	17,985	1,510	
113	Tellers & Canvassers	17,250	11,850	17,250	
114	Capital outlay	5,000	0	0	
	TOTAL	86,223	75,200	83,016	
LEGA	L:				
115	Salaries	42,177	43,206	43,206	
116	Special fees	126,112	81,794	88,000	
117	Expenses	4,630	5,000	1,180 _	
	TOTAL	172,919	130,000	132,386	
PERSO	ONNEL BOARD:				
118	Salaries	0	1,000	1,025	
	TOTAL	0	1,000	1,025	
TOTA	L: GENERAL GOVERNMENT	773,136	714,445	754,224	
FINAL	NCE				
	% of Budget Total)				
ASSES	SSORS:				
201	Salaries	172,696	184,651	177,741	
202	Purchase of service	35,423	29,549	35,925	
203	Expenses	6,186	7,800	9,995	
204	Capital outlay	910	0	0 _	
	TOTAL	215,215	222,000	223,661	
FINA	NCE DEPARTMENT:				
205	Salaries	474,321	524,000	500,677	
206	Purchase of service	110,832	446,172	444,132	
207	Expenses	410,794	68,052	68,093	
208	Capital outlay	12,414	850	850	
209	Travel-out of state	0	0	0	
	TOTAL	1,008,361	1,039,074	1,013,752	

		EXPENDED FY 91	APPRO- PRIATED FY 92	REQUESTED FY 93	AMENDMENT
	(Continued)				
(3.83% of	Budget Total)				
FINANCE	COMMITTEE:				
	alaries	11,323	11,912	11,912	
	xpenses	260	500	500	
	eserve fund	0	365,339	575,484	
212	obol vo land				
T	OTAL	11,583	377,751	587,484	
CONTRIB	UTORY RETIREMENT:				
	alaries	37,428	39,942	40,142	
	urchase of service	0	0	1,280	
	xpenses	3,800	3,375	2,175	
213	Apolisos	3,000	2,272		
Т	OTAL	41,328	43,317	43,597	
TOTAL:	FINANCE	1,276,487	1,682,142	1,868,494	
EDUCAT	ION				
	of Budget Total)				
EDUCAT			17 (00 100	46 000 000	
	alaries	15,604,083	15,689,198	16,322,750	
	dministration	152,754	75,315	82,580	
	struction	849,761	663,812	769,961	
	ther school services	86,516	98,867	95,867 491,507	
	ransportation peration/maintenance	406,476 986,298	529,262 1,037,000	931,100	
	ommunity service	82,325	66,626	66,626	
	ixed assets	0	00,020	00,020	
	uitions	954,624	1,017,920	957,637	
	ravel-out of state	0	0	0	
	apital outlay	271,000	0	0	
TOTAL.	EDUCATION	19,393,837	19,178,000	19,718,028	

		EXPENDED FY 91	APPRO- PRIATED FY 92	REQUEST FY 93	TED  AMENDMENT
	IC SAFETY				
12.58	3% of Budget Total)				
POLIC	CE:				
101	Salaries-regular	1,876,817	1,996,610	1,998,949	
102	Salaries-overtime	346,836	298,095	321,121	
103	Purchase of service	61,116	81,276	70,708	
104	Expenses	150,233	161,730	148,409	
105	Capital outlay	72,532	63,902	87,500	
106	Travel-out of state	0	500	500	
	TOTAL	2 507 524	2 (02 112	0.607.107	
	TOTAL	2,507,534	2,602,113	2,627,187	
FIRE:					
107	Salaries-regular	2,356,819	2,531,385	2,500,003	
801	Salaries-overtime	477,825	445,000	445,000	
109	Purchase of service	87,363	90,975	98,475	
110	Expenses	131,750	130,855	150,855	
111	Capital outlay	19,699	18,000	0	
112	Travel-out of state	1,725	1,400	1,400	
113	Education/Career incentive	. 19,879	35,500	33,500	
414 415	In-service training	95,193	97,000	97,000	
¥12	Salaries o/t alarm div.	4,053	10,000	10,000	
	TOTAL	3,194,306	3,360,115	3,336,233	
CIVIL	DEFENSE:				
116	Salaries	2,000	3,000	3,000	
117	Expenses	15,145	15,000	15,000	
118	Capital outlay	0	0	0	
	TOTAL	17,145	18,000	18,000	
BUILI	DING:				
119	Salaries	125,532	133,828	136,709	
120	Purchase of service	653	0	880	
121	Expenses	3,549	4,205	3,325	
122	Capital outlay	0	0	2,000	
	TOTAL	129,734	138,033	142,914	
WEIG	HTS & MEASURES:				
123	Salaries	7,114	7,288	7,288	
124	Expenses	1,117	1,712	1,902	
425	Purchase of Service	334			
	TOTAL	8,565	9,000	9,190	
TOTA	AL: PUBLIC SAFETY	5,857,284	6,127,261	6,133,524	

		EXPENDED FY 91	APPRO- PRIATED FY 92	REQUESTED FY 93	AMENDMENT
	IC FACILITIES % of Budget Total)				
ומוזמ	IC WORKS - ALL DEPARTME	UTS.			
501	Salaries	2,308,646	2,498,485	2,481,306	
502	Purchase of service	1,262,513	1,453,397	1,433,250	
503	Expenses	565,574	468,525	468,080	
504	Capital outlay	303,919	223,093		
505	Travel-out of state	0	1,500	200	
506	Snow & emergency salary	42,000	60,000	60,000	
507	Snow & emergency expenses	89,625	90,000	90,000	
TOTA	AL: PUBLIC FACILITIES	4,572,277	4,795,000	4,892,022	
	AN SERVICES % of Budget Total)				
BOAR	RD OF HEALTH:				
601	Salaries	173,072	188,659	191,781	
602	Purchase of service	75,550	81,641		
603	Expenses	7,147	9,700		
604	Capital outlay	0	0	0	
605	Travel-out of state	0	0	0	
	TOTAL	255,769	280,000	283,172	
VETE	ERANS' SERVICES:				
606	Salaries	38,607	39,640	40,385	
607	Expenses	998	3,200	3,200	
608	Benefits	47,500	41,000	41,610	
609	Expenses-parking clerk	2,675	2,675	2,675	
	TOTAL	89,780	86,515	87,870	
YOU	TH COMMISSION:				
610	Salaries	71,128	74,602	76,133	
611	Expenses	270	2,270	2,270	
612	Capital outlay	0	0	0	

		EXPENDED FY 91	APPRO- PRIATED FY 92	REQUESTED FY 93	AMENDMENT
HUM	AN SERVICES (Continued)				
	% of Budget Total)				
COLU	NOW AN AGING				
613	NCIL ON AGING: Salaries	50 901	115 065	115 065	
614	Purchase of service	59,801 7,490	115,865 1,150	115,865 950	
615	Expenses	995	2,970	3,170	
616	Capital outlay	0	0	1,250	
	TOTAL	68,286	119,985	121,235	
	MISSION ON DISABILITIES:	•	<b>700</b>	510	
617	Expenses	0	500	513	
	TOTAL	0	500	513	
TOTA	AL: HUMAN SERVICES	485,233	563,872	571,193	
	% of Budget Total)				
701	INING BOARD: Salaries	42,732	68,692	68,353	
702	Purchase of service	15,304	08,092	3,200	
703	Expenses	4,596	3,308	1,947	
704	Capital outlay	7,000	0	0	
	TOTAL	69,632	72,000	73,500	
CONS	SERVATION COMMISSION:				
705	Salaries	2,957	6,063	6,063	
706	Purchase of service	1,148	3,287	3,429	
707	Expenses	5,072	1,150	1,150	
708	Capital outlay	363	0	0	
	TOTAL	9,540	10,500	10,642	
BOAF	RD OF APPEALS:				
709	Salaries	4,691	4,900	5,000	
710	Expenses	3,040	3,100	3,100	
711	Capital outlay	0	0	0	
	TOTAL	7,731	8,000	8,100	

		EXPENDED FY 91	APPRO- PRIATED FY 92	REQUESTED FY 93	AMENDMENT
	LOPMENT Continued of Budget Total)				
	DRICAL COMMISSION:	555	500	513	
712	Expenses	555	300	313	
	TOTAL	555	500	513	
TOTA	L: DEVELOPMENT	87,458	91,000	92,755	
CULT	URAL AND LEISURE SERVIC	ES			
	% of Budget)				
LIBRA	ARY:				
801	Salaries	313,703	487,000	487,000 _	
802	Purchase of service	54,331	69,725	69,725 _	
803	Books & Periodicals	26,996	76,625		
804	Expenses	12,427	16,650	16,650 _	
805	Capital outlay	0	0	0 _	
806	Travel-out of state	0	0	0 _	
	TOTAL	407,457	650,000	655,964	
DARK	& RECREATION				
807	Salaries	232,268	229,594	236,608	
808	Expenses	34,181	25,173	25,489	
809	Purchase of service	27,497	27,233	23,416	
810	Capital outlay	10,500	0	0	
	TOTAL	304,446	282,000	285,513	
MEM	ORIAL PARK:				
811	Expenses	120	600	615 _	
812	Capital outlay	0	0	0 _	
	TOTAL	120	600	615	
TOT	AL: LEISURE &		000 100	0.40.000	
	CULTURAL SERVICES	712,023	932,600	942,092	
GRA	ND TOTAL: DEPT. BUDGET	\$ 44,309,048	47,306,478	48,748,243	

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## TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1990 - June 30, 1991

(Transfers have been summarized below by department. These amounts are included in the EXPENDED FY 1991 column of the Operating Budget recommendations)

Requests	Date		Amount
Fire Department Sick Time Buy Back	Sept	1990	\$30,660
Unemployment Compensation	Nov	1990	12,000
Garbage Collection	Nov	1990	1,164
Park & Recreation, Salary	Nov	1990	350
Unemployment Compensation	Dec	1990	10,000
Building Department, Salary	Jan	1991	3,227
Unemployment Compensation	Feb	1991	48,000
Park & Recreation, Pool Repair	Mar	1991	10,500
Police Overtime	Apr	1991	67,618
Fire Overtime	Apr	1991	49,560
Legal Fees	Apr	1991	30,000
B.O.S., Chimney Repairs	Apr	1991	4,000
Veterans Services, Salary	Apr	1991	500
Veterans Services, Benefits	Apr	1991	6,500
B.O.S., Town Meeting Expenses	Apr	1991	5,765
Town Clerk, Computer	May	1991	5,000
Public Works, Sewer	May	1991	26,000
Legal Fees	June	1991	7,500
			\$318,344

# **DEBT RETIREMENT SCHEDULE** (within levy limit)

Fiscal Year	Principal	Interest	Total Debt Payment	Debt End of Year
1991	\$991,833	\$232,282	\$1,224,115	\$5,216,113
1992	\$736,333	\$207,895	\$944,228	\$4,224,280
1993	\$829,944	\$186,647	\$1,016,591	\$3,487,947
1994	\$509,444	\$147,735	\$657,179	\$2,658,003
1995	\$405,945	\$120,749	\$526,694	\$2,148,559
1996	\$400,945	\$97,522	\$498,467	\$1,742,614
1997	\$415,945	\$74,026	\$489,791	\$1,341,669
1998	\$320,945	\$50,066	\$371,011	\$925,724
1999	\$337,443	\$30,437	\$367,880	\$604,779
2000	\$89,112	\$13,041	\$102,153	\$267,336
2001	\$89,112	\$8,095	\$97,207	\$178,224
2002	\$89,112	\$2,800	\$91,912	\$89,112

# **DEBT RETIREMENT SCHEDULE** (outside levy limit)

Fiscal Year	Principal	Interest	Total Debt Payment	Debt End of Year
1991	\$1,593,167	\$802,785	\$2,395,952	\$11,332,999
1992	\$1,588,667	\$702,297	\$2,290,964	\$10,739,832
1993	\$1,545,056	\$601,363	\$2,146,419	\$9,151,165
1994	\$1,540,556	\$500,620	\$2,041,176	\$7,606,109
1995	\$1,429,055	\$399,074	\$1,828,129	\$6,065,553
1996	\$1,424,055	\$304,909	\$1,728,964	\$4,636,498
1997	\$1,419,055	\$211,084	\$1,630,139	\$3,212,443
1998	\$1,414,055	\$117,574	\$1,531,629	\$1,793,388
1999	\$357,557	\$24,383	\$381,940	\$379,333
2000	\$10,888	\$909	\$11,797	\$21,776
2001	\$10,888	\$305	\$11,193	\$10,888
2002	\$0	\$0	\$0	\$0

## WARRANT FOR THE ANNUAL TOWN MEETING MONDAY, APRIL 13, 1992 TOWN OF NEEDHAM COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greeting:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A - Hillside School
Precinct B - Hillside School

Precinct C - Newman Middle School
Precinct D - High Rock School
Precinct E - Pollard Middle School

Precinct F - Stephen Palmer Community Room

Precinct G - Broadmeadow School Precinct H - Broadmeadow School

Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

## on MONDAY, THE THIRTEENTH DAY OF APRIL, 1992

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

### ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;

One Selectman for Three Years;

One Town Clerk for Three Years;

One Assessor for Three Years;

Three Members of School Committee for Three Years:

Two Trustees of Memorial Park for Three Years;

Two Trustees of Needham Public Library for Three Years;

One Member of Board of Health for Three Years:

One Member of Planning Board for Five Years;

One Commissioner of Trust Funds for Three Years;

Two Members of Park and Recreation Commission for Three Years;

Eight Town Meeting Members from Precinct A for Three Years;

Nine Town Meeting Members from Precinct B for Three Years;

Eight Town Meeting Members from Precinct C for Three Years;

Nine Town Meeting Members from Precinct D for Three Years;

Eight Town Meeting Members from Precinct E for Three Years;

One Town Meeting Member from Precinct E for Two Years;

Nine Town Meeting Members from Precinct F for Three Years;

Nine Town Meeting Members from Precinct G for Three Years;

Eight Town Meeting Members from Precinct H for Three Years;

Eight Town Meeting Members from Precinct I for Three Years;

Eight Town Meeting Members from Precinct J for Three Years.

#### ARTICLE 2: NON-BINDING PUBLIC OPINION ADVISORY BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION #1: "Shall our Representative, John Joseph Moakley, and our Senators, Edward Kennedy and John F. Kerry, be instructed to take all suitable measures:

- 1. To enact reductions in military expenditures of at least fifty percent (50%) by the 1996 budget year;
- 2. Provide assistance to communities and employers to convert from military to peace-time production; and
- 3. Reallocate funds from military uses to meet domestic needs such as health care, education and environmental protection and to reduce the federal budget?"

Brief Summary: A Yes vote expresses non-binding support in a shift in federal spending from military uses to domestic needs.

AND at the Newman Middle School in said Town on MONDAY, THE FOURTH DAY OF MAY, 1992 at 7:30 P.M.

# ARTICLE 3: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation.

## ARTICLE 4: AUTHORIZATION TO EXPEND STATE FUNDS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of \$435,741. provided or to be provided by the Commonwealth of Massachusetts Department of Public Works under the provisions of Chapter 33 of the Acts of 1991; or take any other action relative thereto.

(See D.P.W. Report, Page 57.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 5: STREET ACCEPTANCE

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk.

CANAVAN CIRCLE End of 1987 acceptance of Canavan Circle
- Westerly to Alden Road, a distance of 510.19 ft.

including the taking or acceptance of easements as shown on said plans; or take any other action relative thereto.

(See D.P.W. Report, Page 57.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

# ARTICLE 6: AMEND SIGN BY-LAW

To see if the Town will vote to amend the Sign By-law as contained in the General By-laws, at Sub-section 6.5.3.1, by deleting the Sub-section in its entirety and inserting a new Sub-section as follows:

"6.5.3.1 Number: In addition to signs allowed under Sub-section 6.5.1 the following are permitted:

a) One permanent sign whether permanently attached or freestanding, as further described in Sub-sections 6.5.3.2 and 6.5.3.3 of this article, for each occupant of separate space per street that the premises abut. However, no permit may be granted for more than one freestanding sign per parcel;

b) One additional sign for each business which has an entrance facing a side or rear parking lot available for use by the public; said sign to be located so as to designate the entrance and to be smaller than the primary sign;"

or take any other action relative thereto.

INSERTED BY: Design Review Board
FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

## ARTICLE 7: AMEND ZONING BY-LAW - DEFINITION OF SETBACK

To see if the Town will vote to amend the Zoning By-Law, Section 1.3 <u>Definitions</u> under the definition of the word "Setback", by adding new language to the first sentence thereof, so that the entire section shall read as follows (new language underlined):

"Setback - front, side and rear - the minimum horizontal distance from a street line or a lot line, as the case may be, to any part of a building or structure, including overhang but not uncovered steps, fences or <u>awnings</u>. In measuring the required setback from any street line, the applicable minimum front setback requirement shall be used."

or take any other action relative thereto.

(b)

INSERTED BY: Planning Board and Design Review Board FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

## **ARTICLE 8:** AMEND ZONING BY-LAW - CHILD CARE FACILITY

To see if the Town will vote to amend the Zoning By-Law, as follows:

(a) In Section 3.2, Schedule of Use Regulations, by deleting the words "or child care center" from the entry which reads "Private school, nursery, kindergarten or child care center", and by inserting the word "Other" at the beginning of such entry and the word "or" between the words "nursery" and "kindergarten", so that it now reads as follows (new language underlined):

"Other private school, nursery, or kindergarten"

In Section 3.2, <u>Schedule of Use Regulations</u>, by inserting immediately below the row which reads "Public passenger station" a new entry which shall read as follows:

	RRC SRA	SRB	GR	<u>A-1,2</u> <u>&amp;3</u>	Ī	В	IND	IND-1	IND P*	
'Child care facility	Y	Y	Y	Y	Y	Y	Y	Y	Y"	

(c) In Section 3.2.1, <u>Uses in the Chestnut Street and Center Business Districts</u>, by deleting the words "or child care center" from the entry which reads "Private school, nursery, kindergarten or child care center", and by inserting the word "Other" at the beginning of such entry and the word "or" between the words "nursery" and "kindergarten", so that it now reads as follows (new language underlined):

<sup>&</sup>quot;Other private school, nursery, or kindergarten"

In Section 3.2.1, <u>Uses in the Chestnut Street and Center Business Districts</u>, by inserting immediately below the row which reads "Public passenger station" a new entry which shall read as follows:

CSB CB

"Child care facility Y Y

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

# ARTICLE 9: AMEND ZONING BY-LAW - AQUIFER PROTECTION DISTRICT

To see if the Town will vote to amend the Zoning By-Law, as follows:

(a) In Section 3. <u>Use Regulations</u>, Subsection 3.4. <u>Uses in Aquifer Protection District</u>, by deleting the existing Section 3.4 in its entirety and by substituting in its place a new Section 3.4 <u>Aquifer Protection District</u> to read as follows:

# "3.4 Aquifer Protection District

## 3.4.1 Purpose of District

The purpose of this Aquifer Protection District is to promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town of Needham; to preserve and protect existing and potential sources of drinking water supplies; to conserve the natural resources of the town; and to prevent temporary and permanent contamination of the environment.

### 3.4.2 Scope of Authority

The Aquifer Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses which fall within the Aquifer Protection District must comply with the requirements of this district as well as with the underlying zoning. Uses that are prohibited in the underlying zoning districts shall not be permitted in the Aquifer Protection District.

## 3.4.3 Definitions

For the purposes of this section, the following words and phrases shall have the following meanings:

- (a) Aquifer Geologic formation composed of rock, sand, or gravel that contains significant amounts of potentially recoverable water.
- (b) Aquifer Protection District The zoning district defined to overlay other zoning districts in the Town of Needham delineated on a map entitled, "Zoning Map of the Town of Needham, Massachusetts" as originally dated September 1924 and revised to May 15, 1989, and as revised and amended to date and on file in the Office of the Town Clerk. The aquifer protection district may include specifically designated recharge areas.
- (c) Impervious Surface Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil.
- (d) Mining The removal or relocation of geologic materials such as topsoil, sand, gravel, metallic ores, or bedrock.
- (e) Recharge Areas Areas that collect precipitation or surface water and carry it to aquifers. Recharge areas may include areas designated as Zone I, Zone II, or Zone III.

- (f) Toxic or Hazardous Material Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water of the Town of Needham. Toxic or hazardous materials include, without limitation, synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (MGL) Chapter 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.
- (g) Zone II The area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at safe yield with no recharge from precipitation), as defined in 310 Code of Massachusetts Regulations (CMR) 22.00.
- (h) Zone III The land area beyond the area of Zone II from which surface water and groundwater drain into Zone II, as defined in 310 CMR 22.00.

# 3.4.4 Establishment and Delineation of Aquifer Protection District

For the purposes of this district, there are hereby established within the town certain aquifer protection areas, consisting of aquifers or recharge areas which are delineated on a map entitled, "Zoning Map of the Town of Needham, Massachusetts" as originally dated September 1924 and revised to May 15, 1989, and as revised and amended to date and on file in the Office of the Town Clerk.

# 3.4.5 District Boundary Disputes

If any land designated as lying within an Aquifer Protection District is proved not to possess the characteristics by which such districts are delineated and which this bylaw seeks to protect, the Special Permit Granting Authority may permit uses of the land otherwise prohibited or requiring a special permit under this section if it finds that such use will not be detrimental to the environment or the health, safety and general welfare of the community. Resolution of such boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority. Any application for a special permit for this purpose shall be accompanied by adequate documentation. The burden of proof shall be upon the owner(s) of the land in question to show where the bounds should properly be located. At the request of the owner(s), the town may engage a professional engineer (civil or sanitary), hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the district with respect to individual parcels of land, and may charge the owner(s) for all or part of the cost of the investigation.

# 3.4.6. <u>Use Regulation</u> - In the Aquifer Protection District the following regulations shall apply:

- (a) <u>Permitted Uses.</u> The following uses are permitted within the Aquifer Protection District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:
  - (1) conservation of soil, water, plants, and wildlife;
  - outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted;
  - (3) foot, bicycle and/or horse paths, and bridges;
  - (4) normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
  - (5) maintenance, repair, and enlargement of any existing structure, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
  - residential development, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
  - farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
  - (8) necessary public/utilities designed so as to prevent contamination of groundwater. Underground storage tanks related to these activities are not categorically permitted.

- (b) Prohibited Uses. The following uses are prohibited within the Aquifer Protection District:
  - (1) landfills and open dumps as defined in 310 CMR 19.006;
  - (2) storage of liquid petroleum products, except the following:
    - i. normal household use, outdoor maintenance, and heating of a structure;
    - ii. waste oil retention facilities required by statute, rule, or regulation;
    - iii. emergency generators required by statute, rule, or regulation;
    - iv. treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters;

provided that storage, listed in items i. through iv. above, is in free-standing containers within buildings or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity.

- (3) landfilling of sludge or septage as defined in 310 CMR 32.05;
- (4) storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31:
- (5) individual sewage disposal systems that are designed in accordance with 310 CMR 15.00 to receive more than 110 gallons of sewage per quarter acre under one ownership per day, or 440 gallons of sewage on any one acre under one ownership per day, whichever is greater, except the replacement or repair of an existing system that will not result in an increase in design capacity above the original design;
- storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
- (7) storage of animal manure unless covered or contained;
- (8) earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within 6 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works;
- (9) facilities that generate, treat, store, or dispose of hazardous waste subject to MGL 21C and 310 CMR 30.00, except the following:
  - i. very small quantity generators as defined under 310 CMR 30.00;
  - ii. household hazardous waste collection centers and events under 310 CMR 30.390;
  - iii. waste oil retention facilities required by MGL C21, s. 52A;
  - iv. water remediation treatment works approved under 314 CMR 5.00;
- (10) automobile graveyards and junkyards, as defined in MGL c. 140B, s.1;
- (11) treatment works that are subject to 314 CMR 5.00 including privately owned sewage treatment facilities, except the following:
  - i. the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works;
  - ii. the replacement of existing subsurface sewage disposal system(s) with wastewater treatment works that will not result in a design capacity greater than the design capacity of the existing system(s);

- iii. treatment works approved by the Massachusetts Department of Environmental Protection designed for the treatment of contaminated groundwater;
- storage of liquid hazardous materials, as defined in MGL c. 21E, unless in a free standing container within a building or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity;
- (13) industrial and commercial uses which discharge process wastewater on-site;
- stockpiling and disposal of snow and ice containing deicing chemicals if brought in from outside the district;
- (15) storage of commercial fertilizers and soil conditioners, as defined in MGL c. 128, s. 64, unless such storage is within a structure designated to prevent the generation and escape of contaminated runoff or leachate;
- (16) the use of septic system cleaners which contain toxic or hazardous chemicals.
- (c) <u>Uses and Activities Requiring A Special Permit.</u> The following uses and activities are permitted within the Aquifer Protection District only upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as they may require:
  - (1) enlargement or alteration of existing uses that do not conform to the Aquifer Protection District;
  - the application of pesticides, including herbicide, insecticides, fungicides, and rodenticides, for non-domestic or non-agricultural uses in accordance with state and federal standards. The special permit shall be granted if such standards are met. If applicable, the applicant should provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00;
  - the application of fertilizers for non-domestic or non-agricultural uses. Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrient transport, deposition, and sedimentation;
  - (4) those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use permitted in the underlying zoning (except as prohibited under Section 3.4.6.(b)). Such activities shall require a special permit to prevent contamination of groundwater;
  - the construction of dams or other water control devices, ponds, pools or other changes in waterbodies or courses, created for swimming, fishing, or other recreational uses, agricultural uses, or drainage improvements. Such activities shall not adversely affect water quality or quantity;
  - any use that will render impervious more than 15% or 2,500 square feet of any lot, whichever is greater. A system for groundwater recharge must be provided which does not degrade groundwater quality. For non-residential uses, recharge shall be by stormwater infiltration basins or similar system covered with natural vegetation, and dry wells shall be used only where other methods are not feasible. For all non-residential uses, all such basins and wells shall be preceded by oil, grease, and sediment traps to facilitate removal of contamination. Any and all recharge areas shall be permanently maintained in full working order by the owner.

# 3.4.7 Procedures For Issuance Of Special Permit

(a) Special Permit Granting Authority. - The Special Permit Granting Authority under this bylaw shall be the Planning Board. Such special permit shall only be granted if the Special Permit Granting Authority determines, after recommendations from the Board of Health, the Conservation Commission and the Needham Department of Public Works that the intent of this bylaw, as well as its specific criteria, are met. The Special Permit Granting Authority shall not grant a special permit under this section unless the petitioner's application materials include, in the Special Permit Granting Authority's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given

in this section. The Special Permit Granting Authority may impose such conditions, safeguards and limitations as it deems appropriate. The Special Permit Granting Authority shall document the basis for any departures from the recommendations of the other Needham boards or agencies in its decision.

- (b) Review by Other Boards or Agencies. Upon receipt of the special permit application, the Special Permit Granting Authority shall transmit one copy to the Board of Health, the Conservation Commission, and the Needham Department of Public Works for their written recommendation. Failure to respond in writing within 35 days of receipt by the Board shall indicate approval or no desire to comment by said agency. The necessary number of copies of the application shall be furnished by the applicant.
- (c) Special Permit Approval Criteria. The Special Permit Granting Authority may grant the required special permit only upon finding that the proposed use meets the following standards, those specified in Section 3.4.6 of this bylaw, and any regulations or guidelines adopted by the Special Permit Granting Authority. The proposed use must:
  - in no way, during construction or thereafter, adversely affect the existing or potential quality or quantity of water that is available in the Aquifer Protection District, and
  - be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.
- (d) Rules and Regulations. The Special Permit Granting Authority may adopt, and from time to time amend, Rules and Regulations consistent with the provisions of this bylaw, the Subdivision Regulations and Procedural Rules of the Planning Board and Chapter 40A and other provisions of the General Laws, and shall file a copy of said Rules and Regulations with the Town Clerk.
- (e) Application Contents. In addition to the requirements of Massachusetts General Laws, Chapter 40A, Section 9 and the Rules and Regulations of the Special Permit Granting Authority, the applicant shall file ten copies of a site plan and attachments. The site plan shall be drawn at a proper scale as determined by the Special Permit Granting Authority and shall be stamped by a professional engineer. All additional submittals shall be prepared by qualified professionals. The site plan and its attachments shall at a minimum include the following information where pertinent:
  - a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use;
  - for those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Fire Chief, Board of Health and Local Emergency Planning Committee. The plan shall include:
    - i. provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures;
    - ii. provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;
    - evidence of compliance with the Regulations of the Massachusetts Hazardous Waste Management Act 310 CMR 30.00, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.
  - proposed down-gradient location(s) for groundwater monitoring well(s), should the Special Permit Granting Authority deem the activity a potential groundwater threat.
- (f) Technical Assistance. To assist its review of applications for special permits, the Special Permit Granting Authority may engage a professional geologist, hydrologist, soil scientist, or Massachusetts registered professional engineer experienced in groundwater evaluation or hydrogeology to review the application for completeness, accuracy and effectiveness of remediation and shall charge the applicant for the cost of such review. The Special Permit Granting Authority may retain a professional geologist, hydrologist, soil scientist, or Massachusetts registered professional engineer hereunder only for

reviewing the applicant's projections of the impact of the proposed activity on the purposes of the district described in Section 3.4.1, verifying information contained in the application, and verifying the inclusion of the subject land within the Aquifer Protection District, whichever is proposed.

Violations. - Written notice of any violations of this Section shall be given by the Building Inspector to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Building Inspector, the Board of Health, Conservation Commission, Needham Department of Public Works, and Water Division. The cost of containment, clean-up, or other action of compliance shall be borne by the owner and/or operator of the premises.

For situations that require remedial action to prevent adverse impact to the water resources within the Aquifer Protection District, the Town of Needham, the Building Inspector, the Board of Health, or any of their agents may order the owner or operator of the premises to remedy the violation. If said owner and/or operator does not comply with said order, the Town of Needham, the Building Inspector, the Board of Health, or any of their agents, if authorized to enter upon such premises under the terms of the special permit or otherwise, may act to remedy the violation. The remediation cost shall be assessed to the owner and/or operator of the premises.

## 3.4.8 Severability

(b)

1.

A determination that any portion or provision of this overlay protection district is invalid shall not invalidate any other portion or provision thereof, nor shall it invalidate any special permit previously issued thereunder."

In Section 7.6 Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by deleting the existing Section 7.6.1 in its entirety and by substituting in its place a new Section 7.6.1 Special Permit Granting Authority to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6 and 7.4 of this By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Section 3.4."

or take any other action relative thereto.

**INSERTED BY: Planning Board** 

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

# ARTICLE 10 AMEND ZONING BY-LAW - ESTABLISHMENT OF NEW LOCAL BUSINESS-1 DISTRICT, AVERY SOUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw as follows:

Amend Section 2.1 Classes of Districts so that it reads as follows:

### "2.1 Classes of Districts

#### "Residential

RRC - Rural Residence-Conservation

SRA - Single Residence A
SRB - Single Residence B
GR - General Residence
A-1 - Apartment - A-1
A-2 - Apartment - A-2
A-3 - Apartment - A-3

"Commercial

- Business

CSB - Chestnut Street Business

CB - Center Business

ASB - Avery Square Business
HAB - Hillside Avenue Business

I.B-1 - Local Business 1

"Industrial

IND - Industrial IND-1 - Industrial-1 IND P - Industrial Park

"Institutional

I - Institutional

"Overlay

FP - Flood Plain

AP - Aquifer Protection."

2. Amend Section 3.1 Basic Requirements by inserting the following above the "N (No) Use Prohibited" row:

"SPC (Complex Development)

Use allowed under a special permit under the provisions of Section 6.6 Complex Projects"

and by deleting the second paragraph which reads in part:

"In addition, no building or structure ... in Section 3.2.1".

- 3. Revise Section 3.2 Schedule of Use Regulations as follows:
  - a. Delete Section 3.2.1, and redesignate the remaining present content of Section 3.2 as "Section 3.2.1 <u>Uses in Districts Except Commercial Districts</u>", and add the following introductory paragraph:

"The following schedule of use regulations shall apply in the RRC, SRA, SRB, GR, A-1,2, &3, I, IND, IND-1, and IND-P districts."

- b. Delete the "B" column from the new Section 3.2.1.
- c. Insert a new Section 3.2.2, to read as follows:

## "3.2.2 Uses in Commercial Districts.

"The following schedule of use regulations shall apply in the B, CSB, CB, ASB, HAB, and LB-1 districts."

@104110404							
			DIS	STRI	СТ		
USE	В	CSB	СВ	ASB	HAB	LB-1	
Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of 2 1/2 acres	Y	Y	Y	Y	Y	Y	
Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject property contains a minimum of 2 1/2 acres	Y	Y	Y	Y	Y	V	
2 1/2 acres	1	1	I	1	1	1	

			DIG	трт	o m	
				TRI		
USE	В	CSB	CB	ASB	HAB	LB-1
Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises	Y	Y	Y	Y	Y	Y
Church or other place of worship, parish house, rectory, convent and other religious institution	Y	Y	Y	Y	Y	Y
School - public, religious, sectarian or denominational	Y	Y	Y	Y	Y	Y
Dormitory for a school with no provisions for private cooking or housekeeping	Y	N	N	Y	Y	Y
Public library and museum and philanthropic institution	Y	Y	Y	Y	Y	Y
Public park and playground and municipal structure including a water tower and reservoir	Y	Y	Y	Y	Y	Y
Public passenger station	Y	SP	SP	Y	Y	Y
Child care facility	Y	Y	Y	Y	Y	Y
Other private school, nursery, or kindergarten	SP	SP	SP	SP	SP	SP
Convalescent or nursing home, hospital	SP	SP	SP	Y	Y	Y
Cemetery	SP	N	N	Y	Y	Y
Private club not conducted as a business	SP	SP	SP	Y	Y	Y
Single family detached dwelling	Y	N	N	Y	Y	Y
Planned residential development	N	N	N	SP	SP	SP
Residential compound	N	N	N	SP	SP	SP
Two-family detached dwelling	Y	N	N	Y	Y	Y
Conversion of a single family dwelling to a two-family dwelling	N	N	N	Y	Y	Y
Apartment or multifamily dwelling *Allowed on second floor only; consistent with density requirements for A-1	N	SP*	SP*	SP	SP	SP

premises .....

Other retailing .....

			DIS	STRI	СТ	
USE	В	CSB	CB	ASB	HAB	LB-1
The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (60+); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by nonowners shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the town no more than fifty structures for which permits have been issued under the authority of this section, (4) that no more than 20% of such						
structures shall be located in any one precinct of the town, and (5)						
that the number of structures for which permits are granted in any one year shall not exceed 5 *Applies only to structures in existence prior to Dec. 31,	SP*	N	N	SP	SP	SP
1982, otherwise N						
Boarding house with no arrangements of any description for private cooking or housekeeping	Y	N	N	Y	Y	Y
Creation of 10,000 or more gross sq. ft. of floor area for retail use serving the general public, whether through new building, addition, or change of use from a non-retail use ("Complex Development"):						
Grocery store	Y	Y	N	SPC	N	SPC
Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	Y	N	N	N	N	N
Other outdoor display of goods	Y	N	N	SPC	N	SPC
Retail trade or shop for custom work or the making of articles						
to be sold at retail on the	v	v	v	SPC	N	SPC

Y

Y

Y

Y

SPC

SPC

N

N

SPC

SPC

			DI	STRI	СТ	
USE	В	CSB	СВ	ASB	HAB	LB-1
Retail establishments serving the general public if containing 5750 or more gross sq. ft. of floor area, but not a "Complex Development" as categorized above:						
Grocery store	Y	Y	N	Y	N	Y
Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed						
after September 28, 1978	Y	N	N	N	N	N
Other outdoor display of goods	Y	N	N	Y	N	Y
Retail trade or shop for custom work or the making of articles to be sold at retail on the						
premises	Y	Y	Y	Y	N	Y
Other retailing	Y	Y	Y	Y	N	Y
Retail establishments serving the general public if containing less than 5750 gross sq. ft. of floor area or incidental retail sales which are accessory to a permitted principal use which does not involve 50% of the total floor area or 5750 square feet of the principal use, whichever is lesser. In multi-tenanted structures the provisions of the section will individually apply to each tenant or use and not to the aggregate total of the structure:						
* If under 1,000 sq. ft. of gross floor area	Y	Y	Y*	Y	SP	Y
Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	NT	NT.	ŊŢ.	N
			N	N	N	N
Other outdoor display of goods	Y	N	N	Y	N	N
Retail trade or shop for custom work or the making of articles to be sold at retail on the						
premises	Y	Y	Y	Y	Y	Y

			DISTRICT			
USE	В	CSB	СВ	ASB	HAB	LB-1
Other retailing	Y	Y	Y	Y	SP	Y
Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises.	Y	Y	Y	Y	Y	Y
Banks	Y	Y	Y	Y	Y	Y
Creation of 20,000 or more gross sq. ft. of floor area for office use, whether through new building, addition, or change of use from a use other than a retail or a principal use listed in this table below this one, such as garment manufacturing ("Complex Development"):						
For consumer sales or service	Y	Y	Y	SPC	SPC	SPC
Others* * Allowed on second floor only	Y	Y	Y*	SPC	SPC	SPC
Office use which is not a "Complex Development" as categorized above:						
For consumer sales or service	Y	Y	Y	Y	Y	Y
Others* * Allowed on second floor only	Y	Y	Y*	Y	Y	Y
Craft, consumer, professional or commercial service establishments dealing directly with the general public and not enumerated elsewhere in this section	Y	Y	Y	Y	Y	Y
	I	1	1	1	1	1
Theatres and indoor moving picture shows; pool and billiard rooms	Y	SP	SP	SP	N	SP
Electronic game and amusement arcades	Y	N	N	N	N	N
Bowling alleys, skating rinks, and similar commercial amusement or entertainment places	Y	N	N	N	N	N
Automobile service station, excluding repair services	SP	SP	N	N	N	N

			DIS	STRI	СТ	
USE	В	CSB	СВ	ASB	HAB	LB-1
Other commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal and oil delivery and the private parking of vehicles for						
compensation	SP	N	N	N	SP	N
Car wash	SP	N	N	N	N	N
Laundry; coin operated or self-service laundry or dry cleaning establishment	SP	SP	SP	SP	SP	SP
Lumber or fuel establishment;						
contractor's, stone mason's, junk or salvage yard	SP	N	N	N	SP	N
Airport, heliport, landing strip or area for any type of aircraft	N	N	N	N	N	N
Hotel or motel	SP	N	N	N	SP	N
Eat in or take out restaurant or other eating establishment except a lunch counter incidental to a primary use:						
Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter	SP	SP	SP	SP	N	SP
Take-out operation accessory to the above	SP	SP	SP	SP	N	SP
Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment	SP	SP	SP	SP	N	SP
Retail sales of ice cream, frozen yogurt and similar	SP	SP	25	SP	N	Sr
products for consumption on or off the premises	SP	SP	SP	SP	N	SP
Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption						
elsewhere	SP	SP	N	SP	N	SP

			DISTRICT			
USE	В	CSB	CB	ASB	HAB	LB-1
Fast-food establishment offering over-the-counter sale of on/off premises prepared food or beverage primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposable containers	SP	SP	N	N	N	SP
Veterinary office and/or treatment facility:						
With boarding of animals	SP	N	N	N	N	N
Without boarding of animals	SP	SP	SP	SP	SP	SP
Medical clinic	SP	SP	SP	SP	SP	SP
Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or	SP	N	N	N	SP	N
Industrial services, for example, machine shop, plumbing electrical or carpentry shop or similar						N
service	SP	N	N	N	SP	
Welding shop	N	N	N	N	N	N
Stone cutting, shaping, or finishing in an enclosed building	N	N	N	N	N	N
Autobody or auto paint shop, provided that all work is carried out inside the building	N	N	N	N	N	N
Outside truck service or repair for others including body work	N	N	N	N	N	N
Food processing primarily for wholesale use	N	N	N	N	N	N
Bottling plant	N	N	N	N	N	N
Equipment rental service	Y	N	N	SP	SP	SP
Garment manufacturing	SP	N	N	SP	SP	N
Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory	SP	N	N	SP	SP	SP
Genetic biological research	N	N	N	N	SP	N
Radio or television studio	SP	N	N	SP	SP	SP

	DISTRICT						
USE	В	CSB	СВ	ASB	HAB	LB-1	
Medical reference laboratories other than accessory to a medical office	SP	N	N	SP	SP	SP	
Dental prosthesis laboratories other than accessory to a dental office	SP	N	N	SP	SP	SP	
Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor, and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or							
health	SP	N	N	SP	SP	N	
Any lawful purpose or special use not enumerated elsewhere in this By-law	SP	N	N	N	N	N	
More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law	SP	SP	SP	SP	SP	SP	
Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that							
not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to							
such use	Y	N	N	Y	Y	Y	

Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation,

(2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises				DISTRICT			
material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises	USE	В	CSB	СВ	ASB	HAB	LB-1
non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single family dwelling	material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on	Y	N	N	Y	Y	Y
with a private school	non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a	Y	N	N	Y	Y	Y
office associated with a private school, including printing, binding, and electrotyping as incidental uses		SP	N	N-	SP	SP	SP
Other customary and proper accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas	office associated with a private school, including printing, binding, and electrotyping as	SP	N	N	SP	SP	SP
accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas		Y	SP	SP	Y	Y	Y
Other accessory uses incidental to	accessory uses, such as, but not limited to, garages, tool sheds,	V	CD	CD.	77	37	V
		Y	SP	SP	Y	Y	Y
		Y	SP	SP	Y	Y	Y

4. Retitle Section 4.4 as "4.4 <u>Dimensional Requirements for Commercial Districts</u>", and add the following introductory paragraph directly thereunder:

"The following regulations shall apply to Business, Chestnut Street Business, Center Business, Avery Square Business, Hillside Avenue Business, and Local Business-1 districts."

5. Amend Section 4.4.2 by retitling it as "4.4.2 Maximum Building Bulk"; by relocating paragraphs (b) and (c) to below TABLE I; and by adding paragraphs (d), and (e) to read as follows:

<sup>&</sup>quot;(d) Buildings and structures which are located on property in the Avery Square Business, Hillside Avenue Business, or Local Business-1 districts are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table I, but shall have a maximum floor area ratio of 0.7.

"(e) In the Avery Square Business, Hillside Avenue Business, and Local Business-1 districts, the amount of floor area shall be further limited such that the resulting trip generation from uses other than dwelling units on an average weekday would add to the street system (excluding pass-by but not diverted trips) not more than ten vehicle trips per day per 1,000 square feet of site area in the Hillside Avenue District, or 15 trips per day per 1,000 square feet of site area in the Avery Square Business or Local Business-1 districts, with estimates based upon the ITE Trip Generation Manual, 5th edition, or an alternative technical source determined by the Town Planning Director to be equally or more applicable. Regardless of trip generation rates, however, the floor area ratio shall neither exceed 0.70 nor be obliged to be reduced below 0.35."

6. Amend Section 4.4.3 by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, Local Business-1, or Hillside Avenue Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

- Amend Section 4.4.4 as follows:
  - a. Retitle the Section as "4.4.4 Front Setback".
  - b. Add the following two paragraphs at the end of Section 4.4.4:

"In the Avery Square Business and Local Business-1 districts, there shall be a front setback of not less than ten (10) feet, or a setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. Principal buildings in the Avery Square Business District shall have a front setback of not more than fifteen (15) feet on Highland Avenue, if having frontage upon it. In both districts, the setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5.

"In the Hillside Avenue Business District, there shall be a minimum front setback of twenty (20) feet. The setback shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

- 8. Amend Section 4.4.5 <u>Driveway Openings</u> by revising the first sentence to read, "In the Business, Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Local Business-1 districts, the following regulations shall apply."
- 9. Amend Section 4.4.8 Side and Rear Setbacks Adjoining Residential Districts, by deleting the first set of paragraphs denoted (a) through (d); by designating the first paragraph "4.4.8.1 Business District", the second paragraph "4.4.8.2 Chestnut Street Business District", and the third (remaining) paragraph "4.4.8.3 Center Business District"; and by inserting the following after paragraph 4.4.8.3 and above the paragraph denoted (a):

#### "4.4.8.4 Other Business Districts

"In an Avery Square Business, Hillside Avenue Business, or Local Business-1 district no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure.

### "4.4.8.5 Landscaping Specifications

Where 'suitable landscaping' is called for in paragraphs 4.4.8.2, 4.4.8.3, or 4.4.8.4, the following shall be complied with."

- 10. Amend Section 4.4.9 <u>Building Entrances on Chestnut Street</u> so that it reads as follows:
  - **\*4.4.9** Building Entrances in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Local Business-1 districts.

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building.

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, or Hillside Avenue unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

- 11. Insert the following into the fourth paragraph of Section 5.1.1.5 (considerations warranting reductions in parking), redesignating following paragraphs as required:
  - "(c) in the Avery Square, Hillside Avenue Business, and Local Business-1 Districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site users, or user-sponsored demand reduction devices, such as car-pooling."
- 12. Add the following sentence at the end of Section 5.1.1.7:

"In the Avery Square Business and Local Business-1 districts, legal on-street parking may be credited towards meeting these requirements if located between the premises' side lot lines on the same side of the street."

13. Insert the following into Section 5.1.1:

## "5.1.1.8 Parking Maximums

"The number of parking spaces provided for any use in the Avery Square Business District shall not exceed the number required in Section 5.1.2 by more than the larger of 20% or two spaces, unless a larger number of spaces is authorized on special permit, to be granted only upon determination that despite all reasonable efforts being made to reduce parking demand through car pooling and other management efforts, a larger number of spaces is required to accommodate demand.

"Further, in the Avery Square Business or Hillside Avenue Business districts no surface parking lot shall be constructed or enlarged so as to contain more than 50 parking spaces. Parking spaces on the same premises shall be considered to be within the same parking lot unless there is at least a forty foot separation between them principally occupied by either building or vegetated areas. The Planning Board may grant a special permit for a larger number of spaces in a single lot only upon determination that no feasible parking demand management or site design reconfiguration would allow adequate parking without additional spaces, and that acceptable efforts are committed to be made to reduce the visual and microclimate impacts of an over-scale paved area."

14. Add the following at the end of Section 5.1.3 (m):

"In the Avery Square Business or Local Business-1 district, required parking for non-residential uses shall be either on the same premises as the activity it serves, or on a separate parcel, which may be shared with other uses, if the parcel is located within five hundred (500) feet (800 feet for employees) walking distance of the building entrance to be served, is located in a zoning district permitting or allowing on special permit the activity it serves, and is permanently committed to serving the use involved. In the Avery Square Business and Local Business-1 districts, no parking shall be located within 10 feet of a street line."

15. Insert a new Section 6.6 Complex Developments, to read as follows:

## "6.6 Complex Developments

## "6.6.1 Intent

"The intent of Complex Development provisions is to assure that in the Avery Square Business, Hillside Avenue Business and Local Business-1 districts large-scale developments are carefully tested against the Town's decision criteria relating locations and uses, and to assure that adequate provisions are made for impacts of development.

# "6.6.2 Applicability

"Uses made subject to Section 6.6 by designation ("SPC") in Section 3.2 Use Regulation Schedule are defined as "Complex Developments", and shall comply with the following.

"Complex Developments require authorization through a special permit granted by the Planning Board under this Section, which shall serve in lieu of any special permit otherwise required under Section 3.2 Use Regulations. Application for any other special permits which might be required by the project, such as those under Section 3.4 Aquifer Protection District, regardless of agency designations elsewhere in the Bylaw, may be consolidated with the Complex Development application, and acted upon by the Planning Board as Special Permit Granting Authority, proceeding as provided at Sections 7.5.2 and 7.6.1.

## "6.6.3 Submittal Requirements

"The applicant shall submit the following materials, in report format, to allow the Planning Board to determine potential compliance with the decision criteria of Section 6.6.4 and other provisions of this Bylaw without need for extensive further analysis by the Planning Board. This will entail:

- "(a) Site plans with contents as required for Site Plan Review under Section 7.4, except that only schematic-level detail is required; and schematic building plans.
- "(b) Description of the amounts and kinds of proposed on-site activities, including the amount of retail floor area, broken down by `convenience' versus `comparison' retailing.
- "(c) Analysis indicating the anticipated primary market area, and how the proposal serves needs of Needham residents.
- "(d) Impact analyses on topics which are germane to the case, including identification of public facility improvements anticipated to be made by others and those being committed by the applicant.
- "(e) Description of the project timing and phasing.

#### "6.6.4 Decision Criteria

"The following shall be the basis for decisions on special permits for Complex Developments. Special permits for Complex Developments shall be granted by the Special Permit Granting Authority only upon its written determination that the proposed use will be in general harmony with the purpose and intent of the Zoning Bylaw, and will not have adverse effects which over-balance its beneficial effects for either the neighborhood or the Town, in view of the particular characteristics of the site and of the proposal in relation to that site. The determination shall indicate consideration of each of the following considerations which are applicable, among others. At the time of application, the applicant shall submit complete documentation regarding each of these considerations which are applicable, including description of any discussion efforts made with neighborhood groups or other affected parties.

### "6.6.4.1 Social, economic, and community needs

"Non-residential use is more beneficial to the degree that it serves needs and interests of local residents, or provides them with economic opportunity.

#### "6.6.4.2 Circulation

- "(a) Increases in either average daily or peak hour vehicular traffic are adverse effects, even if coupled with capacity increases maintaining the level of service.
- "(b) Causing the diversion of traffic onto residential streets is an adverse effect.
- "(c) To avoid adversity, pedestrian and vehicular movement to, from, and within the site should be safe and convenient, and arranged so as not to disturb abutting properties.

3

## \*6.6.4.3 Utilities and other public services

"Any unusual public problem in providing adequate water, sewerage, drainage, public safety, or other public services for a use would be an adverse effect.

## "6.6.4.4 Environmental impacts

- "(a) Environmental damage due to wetland loss, habitat disturbance, erosion, or damage to valuable trees or other natural assets are adverse effects.
- "(b) Damage or risk to air, land, or water resources because of planned processes or unplanned contingencies are adverse effects.

## "6.6.4.5 Land use compatibility

- "(a) Preempting land having special qualities suiting it for other uses, such as land having rail access being preempted from use by a non-rail using activity, is an adverse effect.
- "(b) Damaging the utility and enjoyment of nearby land uses through off-site impacts is an adverse effect.

## "6.6.4.6 Visual compatibility

- "(a) Visibility of parking and service areas from nearby public streets is an adverse effect which can be minimized through site arrangement, use of tree cover, and other means.
- "(b) Increases above the architectural scale of buildings on abutting and nearby premises is an adverse effect, except where the departure would serve some community design purpose.

#### "6.6.4.7 Process

- "(a) Discussion in advance between applicants and those whose interests are likely to be substantially impacted by it is a benefit.
- "(b) Compensatory actions providing benefits, such as planting trees beyond the number required by this Bylaw, can be used to offset any negative consequences for other parties or the Town.

## "6.6.5 Conditions

"The Planning Board shall impose appropriate conditions to its approval as necessary to assure implementation of the intent of these provisions."

# 16. Amend Section 7.4.2 Definitions, third and sixth paragraphs, so that they read as follows:

## [Third paragraph]

"In a Chestnut Street Business, Avery Square Business, Hillside Avenue Business, or Local Business-1 District, a MAJOR PROJECT is any construction project which involves an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

## [Sixth paragraph]

"In a Chestnut Street Business, Avery Square Business, Hillside Avenue Business, or Local Business-1 District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

17. Amend Section 7.6.1 Special Permit Granting Authority, to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6, 5.1.1.8, 6.6 and 7.4 of this By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Sections 3.4, 5.1.1.8, and 6.6."

or take any other action relative thereto.

**INSERTED BY: Planning Board** 

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 11 AMEND ZONING BY-LAW - MAP CHANGE TO LOCAL BUSINESS-1 DISTRICT, AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

To see if the Town will vote to revise the Zoning Map as follows:

- (a) Place in the Local Business-1 District all that land now zoned Business and lying between May Street and Rosemary Street between Highland Avenue and the MBTA right-of-way centerline.
- (b) Place in the Avery Square Business District all that land now zoned Business or Industrial and lying between Hunnewell Street and Morton Street and Hildreth Place east of the MBTA right-of-way centerline and west of the present district boundaries east of Highland Avenue.
- (c) Place in the Hillside Avenue Business District all that land now zoned Business and lying between Hillside Avenue and the MBTA right-of-way centerline, between the Industrial district south of West Street and the SRB district north of Hunnewell Street.

or take any other action relative thereto.

**INSERTED BY: Planning Board** 

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

# ARTICLE 12 AMEND ZONING BY-LAW - MAP CHANGE TO GENERAL RESIDENCE DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

- Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the MBTA right-of-way centerline, and Gould Street, comprising lots 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, and 33 on Assessor's Plan No. 77, and various portions of street rights-of-way.
- (b) Place in the General Residence District all that land now zoned Industrial and lying between the centerline of Putnam Street and the MBTA right-of-way centerline in the vicinity of Arbor Street and Cross Street, comprising lots 20 and 36 on Assessor's Plan No. 77, and various portions of street rights-of-way.

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

# ARTICLE 13: AMEND ZONING BY-LAW - 34 CENTRAL AVENUE (CITIZENS' PETITION)

To see if the Town Meeting will vote to change the present zoning of that specific parcel of land, with the buildings thereon, a parcel of land known and located at 34 Central Avenue, which parcel is presently located in two zones, namely Residential running 100 feet from Central Avenue, and Industrial for the remainder of that parcel, to Business, and the remaining portion of that parcel of land, with the buildings thereon, known and located at 34 Central Avenue, is bounded and described as follows:

NORTHWESTERLY: By Central Avenue, forty (40) feet and two (2) inches;

SOUTHWESTERLY: By land now or formerly of Vara, in two lines, measuring a total of four hundred ten

(410) feet to the Charles River;

SOUTHEASTERLY: By the Charles River, forty (40) feet and Two (2) inches;

Northwesterly by land now or formerly of James A. Turbayne, said parcel in total comprises approximately a third of an acre of land, and the portion of said premises, under which this Petition is included for rezoning comprises approximately 4,000 square feet of land, with the buildings thereon.

Within total parcel of land is subject to easements and restrictions of record if any there be. Said total parcel of land is shown as Lot 12 on Assessors Plan 80, and said premises acquired by Angelina Pellegrini, by deed, dated, January 17, 1945, and said deed being recorded in said Norfolk Registry of Deeds in Book 2524, Page 450.

or take any other action relative thereto.

INSERTED BY: Citizens' Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

# **ARTICLE 14: ELECTED OFFICIALS' SALARIES**

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,000.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

# ARTICLE 15: CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

## NOTE:

All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 4, 1991.

Except as otherwise required by State Law, the classes of positions in paid appointive service by the Town, other than those in the service of the School Department and Glover Memorial Hospital, and the standard rates of compensation thereof, effective July 1, 1992, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT - FIREFIGHTERS A, B, & C

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Firefighters Local 1706, IAFF, Units A, B, and C; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

## ARTICLE 17: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNIT A

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union Unit A; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 18: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNIT B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union Unit B; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

## ARTICLE 19: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

#### ARTICLE 20: FUND COLLECTIVE BARGAINING AGREEMENT - NAGE/PUBLIC WORKS EMPLOYEES

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Public Works Employees NAGE, Local 256; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 21: FUND COLLECTIVE BARGAINING AGREEMENT - TOWN HALL ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Town Hall Association; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 22: ESTABLISH REVOLVING FUND - COMMUTER PARKING (MGL CHAPTER 44, SECTION 53 E 1/2)

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with the commuter parking lots; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed a certain sum in fiscal year 1993; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: A revolving fund established under the provisions of MGL Chapter 44, Section 53E 1/2 must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E 1/2. No revolving fund expenditures may be made for the purpose of paying wages or salaries for full time employees.

The annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MgL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E 1/2.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

# ARTICLE 23: ESTABLISH REVOLVING FUND - LOCAL TRANSPORTATION (MGL CHAPTER 44, SECTION 53 E 1/2)

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed a certain sum in fiscal year 1993; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

SUMMARY: For a summary of MGL Chapter 44, Section 53E 1/2, see the summary for Article 22.

## **ARTICLE 24: OPERATING BUDGET**

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: The amounts appropriated be as recommended in the "Operating Budget Recommendations". (See page 8.)

# ARTICLE 25: ACCEPT MGL CHAPTER 40, SECTION 22F (SETTING MUNICIPAL FEES AND CHARGES)

To see if the Town will vote to accept the provisions of MGL Chapter 40, Section 22F, as added by Section 123 of Chapter 138 of the Acts of 1991; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

<u>SUMMARY</u>: By accepting the provisions of MGL Chapter 40, Section 22F Town boards, officers and department heads may set certain reasonable fees and charges for the issuance of permits, licenses or certificates and the performance of work or services for a person or class of persons, and, if those fees and charges are currently established by statute, they may be increased beyond the statutory level. All revenues from fees or charges must be paid into the Town treasury. If no permit or license is being issued, charges may be imposed upon a person under Section 22F only to the extent that work is being done or services are being provided for the benefit or at the request of that person. Where a charge is not imposed for the benefit of or at the request of the person who must pay, the officer or board imposing the charge has no power under Section 22F to vary the fee schedule established by statute or local law.

New fees and charges will go into effect when they are adopted. Certain fees and charges, as outlined in Section 22F, cannot be set under that Section.

## ARTICLE 26: TRANSFER OF UNDESIGNATED FUND BALANCE (FREE CASH)

To see if the Town will vote to transfer a sum from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1993; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

# ARTICLE 27: ACCEPT MGL CHAPTER 59, SECTION 5, SUBSECTION 41A (RAISING GROSS RECEIPTS LIMIT)

To see if the Town will vote pursuant to the provisions of MGL Chapter 59, Section 5, cl.41A, as amended, to raise the maximum qualifying gross receipts amount, for purposes of deferring property taxes, from \$20,000 to \$30,000; or take any other action relative thereto.

INSERTED BY: Board of Selectmen and Council On Aging

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

SUMMARY: Clause 41A of Section 5 of General Laws Chapter 59 permits a tax deferment for taxes imposed upon real estate "occupied" as a domicile by a taxpayer who is 65 years of age or more. A recent amendment of clause 41A permits Town Meeting to adopt a maximum qualifying gross receipts amount of up to \$40,000 rather than the statutory \$20,000. The Council On Aging has recommended that the Town raise the maximum qualifying gross receipts amount to \$30,000. This increase would permit qualifying taxpayers to elect to defer the entire real estate tax otherwise imposed on the domicile until the property is sold or the owner dies, at which time all deferred taxes, plus interest at the rate of 8 percent per year, must be paid. The total taxes deferred for the current year and all prior years, plus interest, cannot exceed 50 percent of the owner's share of the fair cost value of the property. A tax deferral is claimed and an application for deferral must be filed annually.

# ARTICLE 28: ACCEPT MGL CHAPTER 126 OF THE ACTS OF 1988 (INCREASE PROPERTY TAX EXEMPTION)

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; said acceptance to be effective for implementation on July 1, 1992; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

<u>SUMMARY</u>: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to those taxpayers who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Application for the exemption must be made annually.

#### CAPITAL IMPROVEMENT BUDGET

Articles 29 - 39 are the Capital Improvement Budget Articles as recommended by the Board of Selectmen in the FY 93-97 Capital Improvement Plan (CIP). An Executive Summary of the CIP can be found on page 52.

# ARTICLE 29: AUTHORIZATION TO BORROW (POLLARD SCHOOL RENOVATIONS)

To see if the Town will vote to raise and appropriate a sum of money for the renovation of the Pollard School building; said sum to be raised by borrowing; to be spent under the direction of the School Committee; or take any other action relative thereto.

INSERTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

## ARTICLE 30: AUTHORIZATION TO BORROW (LANDFILL ENGINEERING)

To see if the Town will vote to raise and appropriate the sum of \$200,000. for engineering service to comply with the Commonwealth's Department of Environmental Protection requirements to close the Sanitary Landfill; determine how such sum shall be raised and how expended; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 31: AUTHORIZATION TO BORROW (SEWER SYSTEM REHABILITATION)

To see of the Town will vote to raise and appropriate the sum of \$250,000. to rehabilitate certain portions of the sanitary sewer system; determine how such sum shall be raised and how expended; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## **ARTICLE 32: PURCHASE OF SEWER PUMP STATION ALARM SYSTEM**

To see if the Town will vote to raise and appropriate the sum of \$10,000. to install alarm systems at five Sewer Pump Stations; determine how such sum shall be raised and how expended; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## **ARTICLE 33:** AUTHORIZATION TO BORROW (SEWER STATION AUXILIARY POWER)

To see if the Town will vote to raise and appropriate the sum of \$40,000. for the installation of standby emergency power at the Reservoir Street Sewer Pumping Station; determine how such sum shall be raised and how expended; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 34: AUTHORIZATION TO BORROW (WATER SYSTEM REHABILITATION)

To see if the Town will vote to raise and appropriate the sum of \$500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements; determine how such sum shall be raised and how expended; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

### ARTICLE 35: AUTHORIZATION TO BORROW (SCHOOL OIL TANK REPLACEMENTS)

To see if the Town will vote to raise and appropriate the sum of \$260,000 to replace certain oil tanks at school buildings; to be spent under the direction of the School Committee; determine how such sum shall be raised; or take any other action relative thereto.

INSERTED BY: School Committee and Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 36: AUTHORIZATION TO BORROW (REPAIRS TO DPW BUILDING)

To see if the Town will vote to raise and appropriate the sum of \$88,000. to replace overhead doors, paint the exterior of the Public Works Building, and install environmental control system on underground fuel tanks; determine how such sum shall be raised and how expended; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

# ARTICLE 37: AUTHORIZATION TO BORROW (REPAIRS TO TOWN HALL)

To see if the Town will vote to raise and appropriate the sum of \$225,000 to make repairs to the Town Hall roof, replace underground fuel tanks, remove or encapsulate asbestos; and make other general repairs; determine how such sum should be raised and how expended; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

# ARTICLE 38: AUTHORIZATION TO BORROW (AMBULANCE)

To see if the Town will vote to raise and appropriate the sum of \$85,000 for the purchase of an Ambulance for the Fire Department; to be spent under the direction of the Board of Selectmen; determine how such sum shall be raised; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 39: AUTHORIZATION TO BORROW (FIRE TRUCK)

To see if the Town will vote to raise and appropriate the sum of \$425,000 for the purchase of a Fire Truck for the Fire Department; to be spent under the direction of the Board of Selectmen; determine how such sum shall be raised; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: This Article Not To Be Adopted

# ARTICLE 40: PARKING METER REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$10,000. for the replacement of certain on-street parking meters located within the Town; payment for such meters to be made from the Parking Meter Fund; or take any other action relative thereto.

(See D.P.W. Report, Page 58.)

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 41: CRESCENT ROAD/HILLSIDE SCHOOL GROUNDWATER CONTAMINATION - CONSULTING SERVICES

To see if the Town will vote to raise and appropriate the sum of \$10,000 to be spent under the direction of the Board of Health to continue to fund a consultant to advise the Board of Health and the Town on investigation and cleanup activities at the Crescent Road Hazardous Waste Site; or take any other action relative thereto.

INSERTED BY: Board of Health

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

# ARTICLE 42: AMEND GENERAL BY-LAW, SECTION 2.10 (YOUTH COMMISSION APPOINTEES)

To see if the Town will vote to amend the General By-laws, Section 2.10, Youth Commission as follows:

By striking the word "Senior" in the last two sentences of Section 2.10.1 and substituting therefor the word "Junior", so that as amended the sentences read:

"Two members of the Needham High School Junior Class shall be appointed by the Superintendent of Schools, subject to the approval of the Commission, to act as consultants and advisors to the Commission. Said two Junior Class members shall serve for one year and until their successors are duly appointed and qualified;" or take any other action relative there.

INSERTED BY: Youth Commission

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### **ARTICLE 43: AMEND GENERAL BY-LAW SECTION 2.1.3 (CONTRACT PROCEDURES)**

To see if the Town will vote to amend the General By-laws Section 2.1.3 as follows:

By adding to the beginning thereof the following:

"Unless otherwise prohibited by law, the Town and all of its departments are authorized to solicit, award and enter into contracts for periods up to three years, including any renewal, extension or option provision, subject to annual appropriation.";

By deleting the word "is" in the next sentence and inserting therefor the following:

"and all of its departments are"; and

By adding to the end of the Section the following:

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### ARTICLE 44: AMEND GENERAL BY-LAWS SECTION 2.1 (PURCHASING PROCEDURES)

To see if the Town will vote to adopt procurement procedures for the purchase and disposal of supplies and interests in real estate by the Board of Health and the Glover Memorial Hospital. The term "supplies" as used herein has the same meaning as defined by MGL Chapter 30B, Section 2.; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

## ARTICLE 45: AMEND GENERAL BY-LAW SECTION 1.3 (MAILING OF NOTIFICATION OF TOWN MEETINGS)

To see if the Town will vote to amend the General By-laws, Section 1.3 "Mailing of Notification" by deleting the current section in its entirety and inserting the following in place thereof:

"In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence in the Town a copy of the Warrant for each Annual Town Meeting. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said notification should be mailed at least ten days or be delivered at least seven days before the time named in the Warrant for holding said meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles of all Special Town Meeting Articles to be printed in a local newspaper.";

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### ARTICLE 46: AMEND GENERAL BY-LAW SECTION 2.2.4.2.1 (ASSIGNMENT OF STREET NUMBERS)

To see if the Town will vote to amend the General By-laws, Section 2.2.4.2.1 "Assignment of Street Numbers" by placing a period after the word "obstructed" in the third sentence, deleting the remainder of third sentence, and adding a new fourth sentence as follows:

"Whoever violates the provisions of this subsection 2.2.4.2.1 shall be subject to a fine of not exceeding twenty dollars (\$20.00) for each offense under the non-criminal process authorized by MGL Chapter 40, Section 21D. Each day on which the violation continues shall be considered a separate offense.";

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

## ARTICLE 47: AMEND GENERAL BY-LAW SECTION 1.11.1 (b) (CITIZENS' PETITION) (NUMBER OF SCHOOL COMMITTEE MEMBERS)

To see if the Town will vote to reduce the number of members of the School Committee from seven to five, such reduction to take place in the manner prescribed by MgL. Chapter 41, Section 2, by amending General By-laws, Section 1.11.1(b) by deleting the word "Seven" in clause (b) and inserting in place thereof the word "Five";

or take any other action relative thereto.

INSERTED BY: Citizens' Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### **ARTICLE 48: LIEN FOR SEWER CHARGES**

To see if the Town will vote to accept MGL Chapter 83, Section 16A though 16F and repeal Section 2.2.4.3.3 of the Town of Needham General By-laws; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

SUMMARY: MGL Chapter 83, Section 16A though 16F provide a mechanism to establish and enforce liens on property for failure to pay sewer rates and charges together with interest thereon and costs relative thereto, imposed for supplying or providing a sewer system or rendering services in connection therewith to or for any real estate, if the same are not paid by the due date as established by local regulations or by-laws. The lien shall be effective by operation of law on the day immediately following the due date and shall continue until the amounts due are paid and if they are not paid the amounts shall be added to or committed as a tax. If the amount is not added to or committed as a tax for the next fiscal year, the lien shall be dissolved on October first of the third year following the year the charge becomes due.

The Town may use any legal means to collect the lien, including shutting off the sewer connection. All rates and charges certified to the assessors for non-payment shall be subject to the provisions of law relative to interest on taxes and the collector of taxes shall have the same power and duties with respect to such rates and charges as in the case of annual taxes upon real estate.

The owner of real estate aggrieved by a charge imposed under Section 16A may apply for an abatement to the Board of Selectmen, and if denied, in whole or in part, to the Appellate Tax Board.

If an owner pays the charges to prevent or discharge a lien for a sewer connection furnished to a tenant or other who is bound to pay the same, he may recover from that person in an action in contract.

#### ARTICLE 49: AUTHORIZE SELECTMEN TO CONTRACT WITH RECYCLING FACILITY

To see whether the Town, pursuant to authority granted under Massachusetts General Laws, Chapter 40, Section 8H, as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a Materials Recovery Facility, for the purpose of sorting and processing recyclable materials for delivery to end markets and subsequent reuses; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

#### ARTICLE 50: HOME RULE PETITION - REDISTRICTING

To see if the Town will vote to direct the Selectmen under Section 7 of Chapter 54 of the General Laws to adapt the precincts of the Town to changes of congressional and/or state legislative districts created by the General Court or by court orders in the year 1992; and if necessary to petition the General Court, under Section 8 of the Home Rule Amendment of the Constitution of the Commonwealth, for such special legislation as the Board of Selectmen may recommend to adapt the precincts to changes of Congressional and/or legislative districts created by the General Court or by court orders in the year 1992; any such adaptions to conform to the requirements of Section 5 of Chapter 403 of the Acts of 1971; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### ARTICLE 51: CONTINUE SOLID WASTE DISPOSAL STUDY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 45 of the 1991 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### **ARTICLE 52: CONTINUE FUTURE SCHOOL NEEDS STUDY COMMITTEE**

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 47 of the 1991 Annual Town Meeting; direct and authorize said Committee to continue its work studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Future School Needs Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

## ARTICLE 53: ESTABLISH ELECTROMAGNETIC RADIATION STUDY COMMITTEE (CITIZENS'PETITION)

To see if the Town will vote to authorize the Board of Selectmen to establish an Electromagnetic Radiation Study Committee; said committee to determine the distribution and intensity levels of the various types of electromagnetic radiation presently existing within the Town and to make whatever recommendations are necessary to insure the health, welfare and quality of life of our residents; said committee to consist of not less than five (5) members qualified to study and analyze electromagnetic radiation and its effects and shall report its findings to the 1993 Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Citizens' Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### ARTICLE 54: CONTINUE SCHOOL DEPARTMENT FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting, to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by Section 17 Article II of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Department Facilities Building Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

#### ARTICLE 55: CONTINUE CENTRAL PURCHASING STUDY COMMITTEE

To see if the Town will vote to continue the Central Purchasing Study Committee, established by vote of the 1991 Annual Town Meeting under Article 34; direct and authorize said Committee to continue to study the means to coordinate major purchasing by Town departments; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative there to.

INSERTED BY: Central Purchasing Study Committee FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### ARTICLE 56: CONTINUE BUILDINGS AND GROUNDS STUDY COMMITTEE

To see if the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Buildings and Grounds Study Committee FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Report: This committee has met regularly since the beginning of the year. By the time of the Annual Town Meeting we intend to have a good understanding of the issues and the scope of the maintenance work in town facilities. During Fiscal 1993 we anticipate making a recommendation that will fulfill our charter.

Keith M. McClelland, Chairman John F. Cusick Thomas J. Houlihan John W. Lebourveau H. Phillip Garrity, Jr. Nancy A. White

## ARTICLE 57: CONTINUE ADVISORY COMMITTEE ON THE FEASIBILITY OF RETURNING MENTALLY HANDICAPPED CHILDREN TO THE NEEDHAM SCHOOL SYSTEM

To see if the Town will vote to continue the Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System, as originally established by vote under Article 45 of the 1990 Annual Town Meeting. Said Committee to study and make recommendations about the feasibility of returning to the Needham School system those mentally handicapped children whose parents wish them to attend school in Needham; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

#### ARTICLE 58: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 46 of the 1991 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Parking Facilities Study Committee FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### ARTICLE 59: WEST STREET TRAFFIC ENFORCEMENT (CITIZENS' PETITION)

To see if the Town will vote to have the Board of Selectmen of the Town of Needham take necessary action relative to the posting of enforceable 30 mile per hour speed limitations on West Street in the Town of Needham; or take any other action relative thereto.

INSERTED BY: Citizens' Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

#### ARTICLE 60: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 25th day of February, 1992.

H. Phillip Garrity, Jr., Chairman Sally B. Davis John D. Marr, Jr. David F. Eldridge, Jr. Marcia M. Carleton

a true copy

Attest:

Constable

#### PROPOSED FY93-97

#### CAPITAL IMPROVEMENT PLAN

Dear Finance Committee and Town Meeting Members:

We are pleased to include in this year's Town Meeting Warrant the Executive Summary of the proposed FY93-97 Capital Improvement Plan (CIP). As a result of a recent addition to the Town's General By-laws (Section 2.3) the Board of Selectmen is required to propose annually a five-year Capital Improvement Plan.

The CIP is the proposed schedule for the expenditure of funds to build, replace, and maintain the public facilities needed by the people of the Town of Needham. The Capital Budget is the <u>first year</u> of the CIP and is reflected in Town Meeting Warrant Articles 29-39.

The Capital Budget Articles are distinct from the Town's Operating Budget. The Operating Budget authorizes the expenditure, on a one-year basis, of funds for salaries, fringe benefits, the purchase of services, supplies and equipment. It also includes the principle and interest on bonds <u>previously</u> issued to support past capital projects. Since effective management of Town services depends on the timely combination of manpower, supplies and facilities, the Town's Capital Improvement Plan should be given the same attention and scrutiny that is given to the Operating Budget.

The primary focus of the Capital Improvement Plan for FY93-97 is the protection of the health and safety of our residents and the prevention of the physical deterioration to our community facilities. It is important to understand, however, that the planning process for the Capital Improvement Plan will be an ongoing, highly dynamic one in which future priorities may change as the needs of the Town and our financial condition changes.

This Capital Improvement Plan represents our best estimates of the Town's capital requirements at this time. Obviously, there are difficult choices to be made in determining which capital projects can be funded at this time. While many future capital needs have been identified for the FY94-97 period, more time and effort will be necessary to evaluate these projects and to identify funding options. We believe it is necessary, however, to bring to your attention the direction the Town will be going as we attempt to maintain our capital assets.

**BOARD OF SELECTMEN** 

#### **EXECUTIVE SUMMARY**

#### **FY93-97 CAPITAL IMPROVEMENT PLAN**

The following is an overview of the Capital Improvement Plan. Section 2.3 of the Town's General By-law requires the Town Administrator to prepare and the Board of Selectmen to approve a five year capital improvements program. Projects shown below in Section I, and II are being recommended for Finance Committee and Town Meeting consideration at the May 1992 Annual Town Meeting. Projects shown in Section III are being recommended pending funding through a Debt Exclusion Override to Proposition 2 1/2. Projects in Section IV are not being recommended for funding at this time.

#### I. RECOMMENDED PROJECTS-FUNDING FROM GENERAL FUND REVENUES

ARTICLE 38 - Fire Department Ambulance (\$85,000): The current ambulance, purchased in 1988 has had increasing repair and maintenance problems. The Fire Department makes over 1,000 ambulance runs per year and requires reliable equipment to meet the increasing demands for emergency medical service.

ARTICLE 39 - Fire Department Quint Truck (\$425,000): The Fire Department is currently operating with only one functioning ladder truck at the Needham Heights Fire Station. This limits the Town's ability to respond to multiple calls or to adequately participate in the Metro Fire Mutual Aid program. The Quint truck is a combination ladder/pumper truck. It will provide for improved response time and additional firefighting capabilities without adding to either the number of vehicles or manpower in the Fire Department.

- ARTICLE 30 Landfill Engineering (\$200,000): As a result of Massachusetts Department of Environmental Protection (DEP) regulations, the Town will have to cease operations at the Landfill by July 1994 and proceed with its closure. In FY93 \$200,000 is requested for the initial engineering and related costs for the closure plan. An additional \$5.9 million is estimated for closure costs. This amount could increase significantly if the DEP determines that the Landfill poses a threat to wetlands in the area. It is likely that the Selectmen will propose funding the Landfill closing costs through user fees or a Debt Exclusion to Proposition 2 1/2.
- ARTICLE 37 Town Hall Repairs (\$225,000): Substantial repairs need to be made to the roof area of Town Hall before there is structural damage to the building. In addition, the oil tank should be replaced to comply with EPA regulations.
- ARTICLE 35 School Department Oil Tank Replacement (\$260,000): This is a three-year program to replace underground oil tanks at the Broadmeadow, Eliot and Hillside Schools. It is recommended that the tanks at the Pollard and Newman School be replaced as part of the renovations at these facilities.
- ARTICLE 36 Public Works Building Repairs (\$88,000): This is for repairs to the garage doors, painting of the building, and work on the underground fuel storage tank required by the EPA. These repairs have been previously postponed the past two years.

#### II. RECOMMENDED PROJECTS - FUNDING FROM DEDICATED REVENUE SOURCES

- It is proposed that funding for the following capital projects come from a dedicated revenue source (fees and charges) rather than general tax revenues. As such, these projects would not come under the Town's Proposition 2 1/2 tax limit. They should be reviewed, however, with these same scrutiny as any capital project since they are ultimately financed by the taxpayers of Needham.
- ARTICLE 31 Sewer System Rehabilitation (\$250,000): This represents the Town's ongoing program to reduce infiltration and inflow into the sewer system. While \$250,000 is being requested for each of the next five years, funding for future years (FY94-97) is not being requested at this time.
- ARTICLE 35 Sewer Pump Station Alarm System (\$10,000): This represents the installation of an alarm system at five of the Town's ten sewage pump stations. The alarm system notifies Public Works personnel of either a power or equipment failure at the station.
- ARTICLE 33 Sewer Generator Reservoir St. (\$40,000): This represents the installation of an auxiliary engine to supply power to the three sewage pumps at the Reservoir St. Pump Station. Failure of the existing system results in overflows from manholes into brooks, homes and businesses.
- ARTICLE 34 Water System Rehabilitation (\$500,000): This represents the Town's ongoing program to replace and maintain its water distribution system. While \$500,000 is being requested for each of the next five years, funding for future years (FY94-97) is not being proposed at this time.

#### III. PROPOSED PROJECTS - FUNDING THROUGH A DEBT EXCLUSION VOTE

It is anticipated that the following project will be undertaken only if voter approval is received through a Debt Exclusion to Proposition 2 1/2.

ARTICLE 29 - Pollard School Renovations/Addition: This project is being proposed by the School Department to address increasing student enrollment and the deterioration of the building. An architectural study was approved at the May 1991 Annual Town Meeting. Final plans and cost estimates should be available by the Spring of 1992.

#### IV. DEFERRED PROJECTS - FY94-97

The following projects are not being recommended for funding by the Town Administrator/Board of Selectmen at this time. Those projects with an asterisk (\*) will be considered of higher priority in next years' capital improvement plan because they are necessary for health or safety reasons or in order to maintain existing Town facilities.

Rosemary Pool Rehabilitation* Restoration of Playgrounds* School Floor Tile Replacement Basketball Courts at DeFazio Traffic Signal Replacement Recycling Expansion Storm Drainage Improvements* Fire Vehicles (3)	(\$ 45,000) (\$ 25,000) (\$ 335,000) (\$ 27,000) (\$ 200,000) (\$ 430,000) (\$ 100,000) (\$ 860,000)	School Boiler Replacement School Energy Conservation Tennis Court Replacement at Newman Charles River St. Bridge Reconst.* Transfer Station Storage Facility Storm Water Discharge Study Storm Drainage Master Plan School Roof Replacement*	(\$555,000) (\$225,000) (\$ 30,000) (\$ 50,000) (\$500,000) (\$unknown) (\$100,000) (\$250,000)
Sewer Construction-Petition	(\$2,150,000)		

#### PLANNING BOARD SUMMARY

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following brief report regarding its zoning amendment articles inserted in the 1992 Annual Town Meeting Warrant. It should be noted that in accordance with its usual custom, the Board will also make a more complete report available to all Members who attend Town Meeting in May.

#### **RE: ARTICLE 7: DEFINITION OF SETBACK**

Article 7 is technical in nature and would clarify the definition of "setback", particularly as it relates to awnings. Under present zoning, awnings are not permitted within the front, side or rear setback zones. This article would amend the definition of "setback" so as to permit the placement of awnings within the setback zone.

#### RE: ARTICLE 8: CHILD CARE FACILITY

Article 8 would bring the Needham Zoning By-Law into compliance with MgL., Chapter 40A, Section 3, regarding child care facilities. Under present Needham zoning, child care facilities are allowed in all zoning districts by Special Permit. MgL., Chapter 40A, Section 3, provides that child care facilities must be a permitted use under zoning bylaws and ordinances. The proposed zoning amendment would allow child care facilities in all Needham zoning districts as a matter of right.

#### RE: ARTICLE 9: AQUIFER PROTECTION DISTRICT

In June of 1991 the Town received a report from the Massachusetts Water Resources Authority (MWRA) entitled, "Study of Local Sources of Water Supply in MWRA Partially-Supplied Communities, Community Report for the Town of Needham". The report identified potential sources of contamination that could affect existing Town water supplies, assessed the adequacy of existing water supply protection measures and provided recommendations to assist the Town in developing a comprehensive water protection plan. In accordance with report recommendations, the Planning Board prepared a series of amendments to the current Aquifer Protection District. The amendments, contained within Article 9, are intended to augment the provisions of the current Aquifer Protection District so as to provide additional groundwater protection, and to ensure conformance with the Department of Environmental Protection's new source approval policy in the event that the Town wishes to expand its current water supply and/or to reactivate Charles River Well Number 5. Proposed regulations include a list of uses that are permitted either by right or special permit, or that are not permitted; and provisions detailing the approval process under which the Planning Board may grant a special permit.

## RE: ARTICLE 10: ESTABLISHMENT OF NEW LOCAL BUSINESS-1 DISTRICT, AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

Article 10 establishes three new business districts entitled, "Local Business-1", "Avery Square Business" and "Hillside Avenue Business". (The actual boundaries of the new districts are described in Article 11.) Proposed regulations include a list of uses that are permitted by right or by special permit, or that are not permitted; a floor area ratio that limits vehicle trip generation to no more than 15 daily trips per 1,000 square feet of lot area for uses located in either Local Business-1 or Avery Square Business districts, 10 daily trips per 1,000 square feet of lot area for uses located in the Hillside Avenue Business District, except that the floor area ratio may neither exceed 0.70 nor be obliged to be reduced below 0.35; a maximum building height of 2 1/2 stories and 35 feet; a minimum front setback in the Local Business-1 and Avery Square Business districts of 10 feet, or a setback consistent with the setbacks of principal buildings existing on the premises as of the date of this provision, or the average of the two adjacent buildings, whichever is less restrictive; a maximum front setback of 15 feet for principal buildings on Highland Avenue in the Avery Square Business District; a minimum front setback in the Hillside Avenue Business District of 20 feet which setback shall be kept open and landscaped except for walks and driveways; and provisions for a 50-foot rear or side setback, 10 feet of which must be landscaped, when located adjacent to a residentially zoned district.

Refinements in the parking regulations are also provided. Proposed regulations include provisions applicable to the Avery Square and Hillside Avenue Business districts limiting the number of parking spaces in any individual parking lot to no more than 50 spaces, with the Planning Board authorized to grant special permits in certain cases; provisions applicable to the Avery Square Business district limiting the maximum number of parking spaces for any use to 120% of the minimum number of required parking spaces or two spaces, whichever is larger, with the planning Board authorized to grant special permits in certain cases; provisions applicable to the Avery Square Business and Local Business-1 districts authorizing crediting of on-street parking spaces toward meeting required parking requirements if such spaces are located between the premises side lot lines on the same side of the street; and provisions applicable to Avery Square and Local Business-1 districts authorizing shared parking and off-site parking if located within 500 feet of the parcel (800 feet for employees).

Within the Local Business-1, Avery Square Business and Hillside Avenue Business districts large-scale developments would require a special permit for use. Large-scale development is defined as the creation of 10,000 or more gross square feet of floor area for retail use or the creation of 20,000 or more gross square feet of floor area for office use. The special permit process proposed allows for the use of a conditional approval by the Planning Board as a means of assuring compatibility, and allows the Town to refuse proposals which are clearly outside the stated objectives for the zoning.

Other features of the new Avery Square Business, Hillside Avenue Business and Local Business-1 districts are provisions regulating the location of building entrances, with the Planning Board authorized to grant special permits in certain cases; and provisions which would enable the Board to conduct Site Plan Review with input from the Design Review Board and to grant special permits for all construction projects of 1,000 square feet or more, for projects that create 10 or more parking spaces, and for projects that require a new curb-cut.

## RE: ARTICLE 11: MAP CHANGE TO LOCAL BUSINESS-1 DISTRICT, AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

This article describes the geographical boundaries of the new Local Business-1, Avery Square Business and Hillside Avenue Business districts. The Local Business-1 District includes all land now zoned Business and lying between May Street and Rosemary Street and between Highland Avenue and the MBTA right-of-way centerline. The Avery Square Business District includes all land now zoned Business or Industrial and lying between Hunnewell Street and Morton Street and Hildreth Place east of the MBTA right-of-way centerline and west of the present district boundaries east of Highland Avenue. The Hillside Avenue Business District includes all land now zoned Business and lying between Hillside Avenue and the MBTA right-of-way centerline and between the Industrial district south of West Street and the SRB district north of Hunnewell Street.

#### RE: ARTICLE 12: MAP CHANGE TO GENERAL RESIDENCE DISTRICT

This article describes the geographical boundaries of the area proposed to be placed in the General Residence District. The expanded General Residence District would include all land now zoned Single Residence B and lying in the area between Highland Avenue, Webster Street, the MBTA right-of-way, and Gould Street as well as all land now zoned Industrial and lying between Putnam Street and the MBTA right-of-way in the vicinity of Arbor Street and Cross Street.

#### REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department proposed for Fiscal Year 1993 is 4.9 million dollars with 2.5 million earmarked for salaries and 2.4 million for expenses. As in prior years, a considerable amount of money found in the Public Works Budget is actually expended for the benefit of other Town agencies. In an effort to assist Town Meeting Members to understand a most complex budget that comprises 75 pages of statistical data, the following information is provided. Of the \$244,365. requested for the Engineering Division, \$22,662. is for service to the Assessor's Department, \$15,687. for the Planning Board, and \$18,041. for other Town agencies. Of the \$544,774. requested in the Park Division, \$183,299. is to service the needs of the Park and Recreation Commission, \$27,283. for the Conservation Commission at Ridge Hill, and \$75,371. for Memorial Park.

The Public Works Budget contains the same basic services from year to year, the cost of which generally follows the rate of inflation. There are three specific exceptions to this theory; namely MWRA charges for water, MWRA charges for sewer, and the cost of solid waste collection and disposal.

The escalating costs assessed by the MWRA are recovered through the rate structure for water and sewer and do not affect the general tax levy, but do distort the year to year comparison of the Public works Budget. To this end, these items have been relocated to the budget for Townwide Expenses.

The solid waste costs, however, are primarily tax supported, and the increases must be absorbed by the Public Works Budget. A significant effort has been made to control the spiraling waste disposal costs by expanding the Town's participation in recycling to reduce the waste stream that ultimately is shipped to Wheelabrator in Millbury, Massachusetts. The passage of the Mandatory Recycling Article at the 1990 Town Meeting was the first step in making those non-recycling residents aware of the magnitude of the solid waste problem. Since that mandate which addressed mainly papers and glass, the composting of leaves and yardwaste has been added and the result has been a significant reduction in the waste stream.

The Disposal Sticker Program established by vote of the 1991 Town Meeting to raise \$150,000 to offset a cut of \$167,923. in the Public Works Budget was implemented on December 1, 1991. As of this writing, revenues totaling more than \$171,000. have been collected through the issuance of 9,550 stickers.

The Recycling Advisory Committee has been of tremendous help in promoting the recycling concept throughout the Town, and the members have volunteered countless hours to gather information and inform the residents of the benefits of recycling.

The Public Works Department, with assistance from the Solid Waste Disposal Study Committee and the Recycling Advisory Committee, has established the Guaranteed Annual Tonnage to be committed to Wheelabrator for the 17 year balance of the 20 year contract. This tonnage was set at 8,500, effective July 1, 1991.

Perhaps another statistic that would provide helpful to Town Meeting Members is the amount of revenue brought into the Town each year through the direct and indirect efforts of the Department. As a result of increased user charges, previously established by the Selectmen, a total of 2.26 million dollars was received from various sources in Fiscal Year 1991. It is reasonable to assume that at least 2.5 million dollars will be received in Fiscal Years 1992 and 1993.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting:

#### **RE:** ARTICLE 4: AUTHORIZATION TO EXPEND STATE FUNDS

Continuing changes in what was formerly known as the Chapter 90 Program require an affirmative vote on this Article to ensure the receipt of funds from the Commonwealth. The Article merely authorizes the Board of Selectmen to contract with the State for maintenance projects on eligible Town roads. Funds borrowed by the Town and reimbursed by the State will be dedicated to resurfacing existing pavements on Public Ways, or to address traffic improvements.

#### RE: ARTICLE 5: STREET ACCEPTANCE - NON BETTERMENT

The street listed in the Article was constructed under the Subdivison Control Law and has been approved for acceptance by the Planning Board and Public Works Department. A public hearing will have been held by the Selectmen prior to the Annual Town Meeting.

#### RE: ARTICLE 36: PUBLIC WORKS BUILDING

This sum is to be raised to replace 14 overhead doors installed in 1960 when the first floor of the Public Works Building was constructed. The present wooden doors would be replaced with insulated galvanized steel doors at a cost of \$38,000. \$15,000. would be used to fund a contract for the painting of the entire exterior of the Building, which was last painted by Public Works Personnel in 1969. The remaining \$35,000. will be expended to install a fuel tank monitoring system, spill containment manholes, overfill prevention tubes and Stage II vapor recovery equipment in accordance with Federal mandates that become effective by May 30, 1993.

#### RE: ARTICLE 30: SANITARY LANDFILL CLOSING - ENGINEERING

If the Town is to continue its operation of the landfill, an application must be submitted to DEP by July 1, 1992 indicating the Town's intention to comply with all the conditions set forth in the newly promulgated operational procedures which are cost prohibitive. The alternative to this is to commit to the closing of the landfill by 1995, hopefully under the present guidelines for closure established by DEP. Outside engineering service would include completion of the closure plan, preparation of the operational plan for all solid waste management, performance of all site assessments, determination of capping requirements, leachate collection and methane gas recovery, and on-site inspection and supervision during and after final closure.

#### RE: ARTICLE 40: PARKING METER REPLACEMENT

The 275 on-street meters were purchased in 1981 and are in need of repair or replacement. A new meter would cost about \$175, while the cost to recondition a meter is about \$25. Some meters have been stolen or vandalized beyond repair and must be replaced. The \$10,000, would allow a combination of replacement and reconditioning to extend the useful life of the on-street parking control system.

#### **RE: ARTICLE 31: SEWER SYSTEM REHABILITATION**

The Department is continuing the completion of the second phase of the three-step program to reduce the burden on the MWRA sewer facilities leading to and including the Boston Harbor Treatment Plants. The first step was the Infiltration/Inflow (I/I) Analysis of the Town's sewer system to determine the magnitude of the problem. The second and third steps are an ongoing and repetitive type of process. The second step is the Sewer System Evaluation Study (SSES) to assess the problem areas in detail and plan the appropriate corrective action. This phase also includes the house-to-house inspection program to identify illegal or improper connections to the sewer system. The third step is to develop an ongoing program to rehabilitate those sections of the system that are sub-standard and contributing to the overloaded conditions of the MWRA facilities. The program is no longer funded by a 90 percent State contribution. The amount requested is a continuation of appropriations necessary to rehabilitate the system to approved standards.

#### **RE: ARTICLE 35: SEWER PUMP STATION ALARM SYSTEM**

In the event of the failure of a sewage pump station, due either to a power outage or an equipment malfunction, Sewer Division personnel must be notified and respond hopefully before the station is damaged, private property is flooded or sewage is released to the environment through overflowing manholes. The current alarm systems consist of a variety of flashing lights, horns or bells. These require that a neighbor or passer-by notice the alarm, identify its purpose and notify the DPW or the Police Department. Malfunctioning alarms caused by vandalism or worn out components as well as the failure of citizens to report operating alarms, have led to flooding and damage of private property. The proposed improvements would involve the installation of equipment within the station to detect the nature of the failure. A signal is then sent to the Police Station by telemetry, Sewer Division Personnel are contacted and respond to the site. The five most critical stations; West Street, Reservoir Street, Great Plain Avenue, Lake Drive and Cook's Bridge, are recommended for the initial installations.

#### RE: ARTICLE 33: RESERVOIR STREET SEWER STATION AUXILIARY POWER

The existing auxiliary engine is capable of supplying power to only one of the three sewage pumps. There is no auxiliary power to supply other functions within the building. This is especially difficult during a night time power failure. In the event of a mechanical failure of the single pump connected to the auxiliary engine, the station would become totally inoperable. The failure to convey the sewage would result in a flooded pump station, and the incoming gravity piping. This causes overflows from manholes to the environment generally reaching brooks and streams, or from building connections into homes and businesses.

#### **RE: ARTICLE 34: WATER SYSTEM REHABILITATION**

This sum is to be raised to continue the program of improving the modernizing the Town's water system. A consulting engineer is now studying the Town's well supply in relation to new drinking water regulations and manganese problems. It is expected that some of the funds will be needed for design and/or construction of new water treatment facilities. Some of the funds will be needed for facilities to implement the proposal to sell some of Needham's well water to the MWRA during periods of low water usage, thereby reducing the expense for water purchased from the MWRA. It is expected that about \$100,000. will be used to re-paint the Dunster Road standpipe. If any funds remain, they will be used for water main rehabilitation.

#### GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE

Of Funded Full-Time Equivalent Positions

(Excludes Summer/Seasonal Positions)

#### GENERAL GOVERNMENT

TITLE	GRADE	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Assessors				
Administrative Assessor	M-2	1.00	1.00	\$40,695 - \$48,567
Asst. Administrative Assessor	T-14	1.00	1.00	\$27,380 - \$36,333
Administrative Coordinator	T-10	1.00	1.00	\$20,656 - \$27,408
Department Specialist	T-9	1.00	1.00	\$19,167 - \$25,436
Department Assistant 3	T-8	1.00	1.00	\$17,681 - \$23,462
Department Assistant 2	T-7	1.00	1.00	\$16,414 - \$21,781
Subtotal:		6.00	6.00	
Board of Health				
Director	M-2	0.53	0.53	\$40,695 - \$48,567
Sanitarian	T-15	1.00	1.00	\$29,574 - \$39,245
Nutritionist	T-14	1.00	1.00	\$27,380 - \$36,333
Public Health Nurse	T-14	1.25	1.25	\$27,380 - \$36,333
Administrative Assistant	T-9	<u>1.00</u>	1.00	\$19,167 - \$25,436
Subtotal:		4.78	4.78	
<u>Selectmen</u>				
Town Administrator	NA	1.00	1.00	\$61,350
Sr. Administrative Coordinator	S-11	1.00	1.00	\$20,656 - \$27,408
Senior Building Custodian	T-9	1.00	1.00	\$19,167 - \$25,436
Department Assistant 1	T-6	1.13	1.13	\$15,478 - \$20,538
Junior Building Custodian	T-5	<u>1.53</u>	1.43	\$14,595 - \$19,369
Subtotal:		5.66	5.56	
Building				
Inspector of Buildings	M-2	1.00	1.00	\$40,695 - \$48,567
Plumbing & Gas Inspector	S-14	0.53	0.53	\$27,380 - \$36,333
Wiring Inspector	S-14	0.50	0.50	\$27,380 - \$36,333
Administrative Assistant	T-9	1.00	1.00	\$19,167 - \$25,436
Department Assistant 2	T-7	1.00	1.00	\$16,414 - \$21,781
Code Enforcement Officer	Sch C	0.25	0.25	\$12.84/hour
Subtotal:		4.28	4.28	

#### GENERAL GOVERNMENT, Continued

	TITLE	GRADE	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Counc	il on Aging				
	Executive Director	M-1	1.00	1.00	\$35,508 - \$42,376
	Associate Director	T-12	0.75	1.00	\$23,483 - \$31,163
	Outreach Worker	T-10	0.00	0.92	\$20,656 - \$27,408
	Assistant P/T	Sch C	0.00	0.47	\$8.99/hour
	Clerk, C.O.A. P/T	Sch C	0.00	0.13	\$8.99/hour
	Program Coordinator	Sch C	0.00	0.19	\$11.58/hour
	Senior Building Custodian	T-9	0.23	0.23	
	Subtotal:		1.98	3.94	
Park &	Recreation		P		
	Director	M-2	1.00	1.00	\$40,695 - \$48,567
	Assistant Director	T-12	1.00	1.00	\$23,483 - \$31,163
	Administrative Assistant	T-9	1.00	1.00	\$19,167 - \$25,436
	Department Assistant 2	T-7	0.53	0.53	\$16,414 - \$21,781
	Subtotal		3.53	3.53	
Person	nel				
	Director	S-17	1.00	1.00	\$34,182 - \$45,361
	Administrative Assistant	S-9	1.00	1.00	\$19,167 - \$25,436
	Department Specialist*	S-9	0.00	1.00	\$19,167 - \$25,436
	Subtotal:		2.00	3.00	
Planni	ng				
	Director	S-18	1.00	1.00	\$36,598 - \$48,567
	Department Assistant 3	T-8	1.00	1.00	\$17,681 - \$23,462
	Subtotal:		2.00	2.00	
Town	Clerk				
	Town Clerk	Elected	1.00	1.00	\$42,000
	Assistant Town Clerk	T-10	1.00	1.00	\$20,656 - \$27,408
	Department Assistant 2	T-7	2.00	2.00	\$16,414 - \$21,871
	Department Assistant 1	S-6	0.24	0.24	\$15,478 - \$20,538
	Subtotal:		4.24	4.24	
Vetera	ns Services				
	Director	Sch C	0.80	0.80	\$26,046.57/year
	Department Assistant 3	T-8	0.53	0.53	\$17,681 - \$23,462
	Subtotal:		1.33	1.33	

<sup>\*</sup>This position was previously listed in the Finance Department.

<b>GENER</b>	AL GO	OVERNI	MENT	Continued

TITLE	<u>GRADE</u>	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Youth Commission				
Director	M-1	1.00	1.00	\$35,508 - \$42,376
Youth Services Counselor	T-11	1.00	1.00	\$21,729 - \$28,833
Subtotal:		2.00	2.00	
Accounting				
Town Comptroller	M-2	1.00	1.00	\$40,695 - \$48,567
Administrative Specialist	T-10	1.00	1.00	\$20,656 - \$27,408
Department Specialist	T-9	1.00	1.00	\$19,167 - \$25,436
Department Assistant 3	T-8	0.80	0.80	\$17,681 - \$23,462
Subtotal		3.80	3.80	
Retirement				
Administrative Specialist	T-10	1.00	1.00	\$20,656 - \$27,408
Department Assistant 2	T-7	0.53	0.53	\$16,414 - \$21,781
Subtotal:		1.53	1.53	
<u>Finance</u>				
Director	M-4	0.00	0.00	\$51,639 - \$61,629
Department Specialist*	T-9	<u>1.00</u>	0.00	\$19,167 - \$25,436
Subtotal:		1.00	0.00	
Data Processing				
Director	M-3	1.00	1.00	\$45,129 - \$53,860
Senior Systems Analyst	T-16	1.00	1.00	\$31,934 - \$42,376
Systems Analyst	T-13	1.00	1.00	\$25,350 - \$33,640
Programmer/Computer Operator	T-10	1.00	1.00	\$20,656 - \$27,408
Computer Operator	T-9	1.00	1.00	\$19,167 - \$25,436
Control Clerk	T-9	1.00	1.00	\$19,167 - \$25,436
Subtotal:		6.00	6.00	
<u>Treasurer</u>				
Treasurer/Collector	M-2	1.00	1.00	\$40,695 - \$48,567
Administrative Coordinator	T-10	1.00	1.00	\$20,656 - \$27,408
Department Specialist	T-9	1.00	1.00	\$19,167 - \$25,436
Department Assistant 3	T-8	1.90	1.90	\$17,681 - \$23,462
Department Assistant 2	T-7	1.00	1.00	\$16,414 - \$21,781
Department Assistant 1	T-6	0.47	0.47	\$15,478 - \$20,538
Subtotal:		6.37	6.37	
*This position is now listed in the	Personnel I	Department.		

GENERAL GOVERNMENT, Cont	tinued
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OLITE	The obvious and the second				
			FUNDED	FUNDED	CURRENT
	TITLE	GRADE	FY 91	FY 92	SALARY RANGE
	IIILE	OKADE	1171	11/2	DAIDARY RUNGE
Library					
Library	Director	M-2	1.00	1.00	\$40,695 - \$48,567
	Assistant Director	S-15	1.00	1.00	\$29,574 - \$39,245
	Reference Supervisor	S-13	1.00	1.00	\$27,380 - \$36,333
	Childrens Librarian	S-14 S-13	1.00	1.00	\$25,350 - \$33,640
	Cataloger	S-13	1.00	1.00	\$25,350 - \$33,640
	Reference Librarian	S-13	0.00	1.00	\$23,483 - \$31,163
	Circulation Supervisor	S-12 S-10	1.00	1.00	\$20,656 - \$27,408
	Assistant Children's Librarian	S-10	1.00	1.00	\$19,167 - \$25,436
	Assistant Cataloger	S-9	1.00	1.00	\$19,167 - \$25,436
	Senior Building Custodian	S-9	1.00	1.00	\$19,167 - \$25,436
	Department Assistant 3	T-8	0.00	1.00	\$17,681 - \$23,462
	Library Assistant 2	S-7	1.00	2.00	\$16,414 - \$21,781
	Jr. Building Custodian	T-5	0.00	1.00	\$14,595 - \$19,369
	Reference Librarian P/T	Sch C	0.36	0.72	\$11.01/hour
		Sch C	0.50	3.40	\$ 7.64/hour
	Library Assistant 2 P/T	Sch C	0.01	0.19	\$ 8.25/hour
	Jr. Building Custodian P/T				\$4.86 - \$5.16/hour
	Page	Sch C	0.37	2.20	\$4.00 - \$5.10/Hour
	Subtotal		11.51	20.51	
			<b></b>	=0.0=	
GENE	RAL GOVERNMENT TOTAL:		68.01	78.87	
Other					
Other	Animal Inspector	Sch C	n/a	n/a	\$3,162/year
	Animal Inspector Conservation Officer	Sch C	n/a n/a	n/a	\$12.84/hour
			n/a	n/a n/a	\$11,912/year
	Exec. Secretary, Finance Comm.	Sch C			
	Town Counsel	Sch C	n/a	n/a	\$43,205/year
	Director, Civil Defense	Sch C	n/a	n/a	\$ 2,000/year
	Sealer of Weights & Measures	Sch C	n/a	n/a	\$ 7,287/year
	Comm. Sec. Board of Appeals	Sch C	n/a	n/a	\$11.00/hour
	Recording Secretary P/T	Sch C	n/a	n/a	\$11.16/hour
POLIC	E DEPARTMENT				
FOLIC	L DEI ARTMENT				

		FUNDED	FUNDED	CURRENT
TITLE	<u>GRADE</u>	FY 91	FY 92	SALARY RANGE
				****
Chief	M-5	1.00	1.00	\$58,952 - \$69,925
Lieutenant	P-4	3.00	3.00	\$39,020 - \$43,182
Sergeant	P-3	8.00	8.00	\$32,411 - \$34,822
Patrolman	P-2	35.00	38.00	\$26,034 - \$29,019
Animal Control Officer	S-11	1.00	1.00	\$21,729 - \$28,833
Administrative Specialist	T-10	1.00	1.00	\$20,656 - \$27,408
Maintenance Worker/Custodian	S-9	1.00	1.00	\$19,167 - \$25,436
Department Assistant 2	T-7	1.00	1.00	\$16,414 - \$21,781

#### POLICE DEPARTMENT (Continued)

TITLE	GRADE	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Traffic Supervisor Parking Enforcement Attendant	Sch C S-6	1.86 0.93	1.86 0.93	\$11.88/hour \$15,478 - \$20,538
Subtotal:		53.79	56.79	

#### **FIRE DEPARTMENT**

TITLE	GRADE	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Fire Chief	M-5	1.00	1.00	<b>\$</b> 58,592 <b>- \$</b> 69,925
Deputy Fire Chief, Operations	F-4	1.00	1.00	\$41,319 - \$47,010
Deputy fire Chief	F-4	4.00	4.00	\$37,731 - \$41,497
Fire Captain	F-3	2.00	2.00	\$35,174 - \$36,273
Fire Lieutenant	F-2	6.00	6.00	\$30,343 - \$33,371
Firefighter	F-1	51.00	54.00	\$25,506 - \$29,019
Asst., Super., Fire Alarm	FA-2	1.00	1.00	\$30,932 - \$35,775
Lineman	FA-1	0.00	0.00	\$26,824 - \$30,932
Administrative Assistant	T-15	1.00	1.00	\$29,574 - \$39,245
Department Assistant 3	T-8	1.00	1.00	\$17,681 - \$23,462
Subtotal:		68.00	71.00	

#### **DEPARTMENT OF PUBLIC WORKS**

TITLE	GRADE	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Director	M-5	1.00	1.00	\$58,592 - \$69,925
Town Engineer	M-3	1.00	1.00	\$45,129 - \$53,860
Division Super. Highway	M-2	1.00	1.00	\$40,695 - \$48,567
Division Super. Parks	M-1	1.00	1.00	\$35,508 - \$42,376
Division Super. Sewer	M-2	1.00	1.00	\$40,695 - \$48,567
Division Super. Water	M-2	1.00	1.00	\$40,695 - \$48,567
Garage & Equipment Supervisor	M-1	1.00	1.00	\$35,508 - \$42,376
Senior Engineer	S-14	1.00	1.00	\$27,380 - \$36,333
General Foreman	S-14	2.00	2.00	\$27,380 - \$36,333
Senior Draftsman	S-12	2.00	2.00	\$23,483 - \$31,163
Survey Party Chief	S-12	2.00	2.00	\$23,483 - \$31,163
Senior Administrative Coordinato	r T-11	1.00	1.00	\$21,729 - \$28,833
Department Assistant 2	T-7	3.00	3.00	\$16,414 - \$21,871
Master Mechanic	W-8	1.00	1.00	\$12.18 - \$14.12/hour
Working Foreman	W-6	9.00	9.00	\$11.32 - \$13.10/hour
Equipment Mechanic	W-6	3.00	3.00	\$11.32 - \$13.10/hour
Shovel Operator	W-6	2.00	2.00	\$11.32 - \$13.10/hour
Garage Mechanic	W-4	1.00	1.00	\$10.49 - \$12.18/hour

#### **DEPARTMENT OF PUBLIC WORKS (Continued)**

TITLE	GRADE	FUNDED FY 91	FUNDED FY 92	CURRENT SALARY RANGE
Heavy Motor Equipment Operator	W-4	11.00	14.00	\$10.49 - \$12.18/hour
Dispatcher	W-4	1.00	1.00	\$10.49 - \$12.18/hour
Craftsman	W-4	15.00	12.00	\$10.49 - \$12.18/hour
Tree Climber	W-4	2.00	2.00	\$10.49 - \$12.18/hour
Pumping Station Operator	W-4	2.00	2.00	\$10.49 - \$12.18/hour
Meter Repair	W-4	1.00	1.00	\$10.49 - \$12.18/hour
Water Meter Reader	W-3	1.00	1.00	\$10.12 - \$11.80/hour
Maintenance	W-3	3.00	4.00	\$10.12 - \$11.80/hour
Laborer	W-1	<u>7.00</u>	<u>5.00</u>	\$9.46 - \$10.90/hour
Subtotal:		77.00	76.00	
GRAND TOTAL:		266.80	282.66	

### NEEDHAM PUBLIC SCHOOLS STAFFING SCHEDULE

As of January, 1992

<u>CLASSIFICATION</u>	NUMBER OF EMPLOYEES	FULL TIME EQUIVALENCY	MINIMUM	MAXIMUM
Superintendent	1			
Assistant Superintendent	1	1		\$83,023 yr.
Adm. of Business Services	1	1 1		\$69,227 yr.
Dir. Pupil Personnel	1	1		\$61,554 yr.
The state of the s	•	1		\$58,902 yr.
Academic Advisors	28		\$861 yr.	\$2,494 yr.
Coaches/Assistant Coaches	60		\$1,141 yr.	\$5,353 yr.
Nurse	4	4	\$19,432 yr.	\$23,963 yr.
Transportation Coordinator	1	1	\$20,026 yr.	\$24,587 yr.
Media Technician/Aide	3	3	\$20,026 yr.	\$24,587 yr.
Teacher	276	266.5	\$22,313 yr.	\$47,546 yr.
Department Chair/Career	1	0.4	\$36,422 yr.	\$46,691 yr.
M.S. House Administrator	2	2	\$39,846 yr.	\$55,122 yr.
Director Building & Grounds	1	1	\$41,478 yr.	\$46,853 yr.
Director	3	2.2	\$40,218 yr.	\$57,490 yr.
Director Elementary Education	1	1	\$42,466 yr.	\$58,811 yr.
Director of Special Education	1	1	\$42,487 yr.	\$58,833 yr.
Elementary Principal	5	5	\$43,245 yr.	\$59,756 yr.
H.S. Asst. Principal	1	1	\$43,714 yr.	\$61,313 yr.
Middle School Principal	1	1	\$45,913 yr.	\$64,249 yr.
High School Principal	1	1	\$52,598 yr.	\$73,162 yr.
Department Chairs	5		\$39,620 yr.	\$52,472 yr.
School Aide	14	7	\$6.24 hr.	\$8.05 hr.
Mail Carrier	1	0.5		\$8.50 hr.
Secretary	46	44	\$7.15 hr.	\$15.60 hr.
Notetaker (School Committee)		10 hours per m	onth	\$10.97 hr.
Custodian	30	30	\$10.25 hr.	\$12.30 hr.
Teacher Aide	16	16	\$10.31 hr.	\$16.55 hr.
Maintenance	6	6	\$10.92 hr.	\$13.81 hr.
Accounting Clerk	2	2	\$11.05 hr.	\$13.26 hr.
Payroll Clerk/Supervisor	2	1.75	\$11.05 hr.	\$15.30 hr.
Warehouse Person	1	0.5	\$12.44 hr.	\$13.81 hr.
Craftsman	3	3	\$13.26 hr.	\$15.68 hr.
Special Education Tutor	10	6.56	\$14.14 hr.	\$17.86 hr.
Administrative Assistant	2	2	\$15.12 hr.	\$20.97 hr.
Electrician	1	1	\$15.22 hr.	\$18.81 hr.
Bus Driver	1	1		\$10.65 hr.
Long Term Substitute	3	3		\$65.50/day



# SPECIAL TOWN MEETING WARRANT



## TOWN OF NEEDHAM

8:00 P.M.

MONDAY, MAY 4, 1992

NEWMAN MIDDLE SCHOOL

CENTRAL AVENUE

NEEDHAM

#### COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Middle School in said Town on

#### MONDAY, THE FOURTH DAY OF MAY, 1992

at eight o'clock in the afternoon, then and there to act upon the following articles, viz:

#### ARTICLE 1: CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

#### NOTE:

All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 4, 1992.

Except as otherwise required by State Law, the classes of positions in paid appointive service by the Town, other than those in the service of the School Department and Glover Memorial Hospital, and the standard rates of compensation thereof, effective July 1, 1991, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred.

#### ARTICLE 2. FISCAL YEAR 1992 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1992 Operating Budget, adopted under Article 29 at the 1991 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred.

#### ARTICLE 3. APPROPRIATION TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

#### ARTICLE 4. PURCHASE OF PLAYGROUND EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of \$25,000. from the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B, to repair or replace playground equipment on Park and Recreation Property or Selectmen property; or take any other action relative thereto.

INSERTED BY: Park and Recreation Commission
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred.

#### ARTICLE 5. MAINTENANCE OF ROSEMARY POOL BATHHOUSE

To see if the Town will vote to raise and appropriate the sum of \$15,000. from the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B, to repair and maintain the Rosemary Pool Bathhouse; or take any other action relative thereto.

INSERTED BY: Park and Recreation Commission
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred.

## ARTICLE 6. AMEND GENERAL BY-LAW SECTION 4.4 (LOCAL LICENSES AND PERMITS)

To see if the Town will vote to amend the General By-laws by adding a new Section 4.4 as follows:
"Section 4.4 General

- 4.4.1 Denial, Revocation or Suspension for Failure to Pay Municipal Taxes.
- 4.4.1.1 The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.

- The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges payable to the municipality as the date of issuance of said certificate.
- 4.4.1.3 Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.
- 4.4.1.4 The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officer, stockholders, if any, or members of his immediate family, as defined in M.G.L. Chaper 268, Section 1 in the business or activity conducted in or on said property.

This section 4.4.1 shall not apply to the following licenses and permits authorized by the following Massachusetts General Laws: open burning, section thirteen of chapter forty-eight; bicycle permits, section eleven A of chapter eighty-five; sales of articles for charitable purposes, section thirty-three of chapter one hundred and one; children work-permits, section sixty-nine of chapter one hundred and forty-nine; clubs, associations dispensing food or beverage licenses, section twenty-one E of chapter one hundred and forty; dog licenses, section one hundred and thirty-seven of chapter one hundred and forty; fishing, hunting, trapping license, section twelve of chapter one hundred and thirty-one; marriage licenses, section twenty-eight of chapter two hundred and seven and theatrical events, public exhibition permits, section one hundred and eighty-one of chapter one hundred and forty."

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 14th day of April, 1992.

Sally B. Davis
Marcia M. Carleton
John D. Marr, Jr.
David F. Eldridge, Jr.
H. Phillip Garrity, Jr.

Selectmen of Needham

A TRUE COPY

Attest:

Constable

Walter A. Wright, Jr.

Town Clerk's Office Needham, Mass. 02192

ATTN: SPECIAL TOWN MEETING WARRANT

#### TOWN OF NEEDHAM



#### **TOWN CLERK'S RECORDS**

OF THE

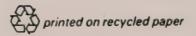
SPECIAL TOWN MEETING
October 28, 1991

PRESIDENTIAL PRIMARY
March 10, 1992

ANNUAL TOWN ELECTION
April 13, 1992

ANNUAL TOWN MEETING
May 4, 1992

SPECIAL TOWN MEETING
May 4, 1992



#### SPECIAL TOWN MEETING

#### October 28, 1991

Pursuant to a Warrant issued by the Selectmen October 8, 1991, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Middle School on Wednesday, October 28, 1991, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Checklists were used and 259 voters, including 224 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

Rev. Lynn L. Illingworth, Pastor, Presbyterian Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

- 1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
- 2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
- 3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.
- 4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.
- 5. Short motions to amend and procedural motions need not be in writing.

Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

- 7. Limits of debate shall be enforced.
- 8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.
- 9. If a speaker <u>either</u> makes any reference whatsoever to the existence or presence of cameras within the hall <u>or</u> within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.
- 10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the

order in which motions are to be so put if there are more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to omit the reading of the substance of each article when reached.

## ARTICLE 1. FUND COLLECTIVE BARGAINING AGREEMENT/PUBLIC WORKS ASSOCIATION

To see if the Town will appropriate a sum of money to fund a collective bargaining agreement between the Town and the Public Works Association, and to amend the necessary line items in the 1992 Operating Budget as voted at the 1991 Annual Town Meeting under Article 29, to fund same; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$115,000. to fund a collective bargaining agreement between the Town and the Public Works Association, said sum to be raised from current year general operating revenues.

Mr. H. Phillip Garrity, Jr. moved that Articles 1 and 2 be discussed together but voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Garrity presented these proposals on behalf of the Board of Selectmen. He explained that these contracts are effective December 30, 1990 and represent a 2.5% salary increase for Fiscal Year 1991 and a zero percent increase for Fiscal Year 1992. These contracts are in line with other contracts in general government which were previously settled with the same effective date.

Mr. Gary J. Uhl, Chairman of the Personnel Board, strongly supports Articles 1 and 2 and is pleased that these contracts are bringing the Personnel Board into the negotiating process.

Mr. Frank Reardon, Chairman, Finance Committee, addressed these proposals on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by

# ARTICLE 2. FUND COLLECTIVE BARGAINING AGREEMENT/NEEDHAM FIREFIGHTERS, LOCAL 1706, IAFF, UNITS A, B, AND C.

To see if the Town will appropriate a sum of money to fund a collective bargaining agreement between the Town and the Needham Firefighters, Local 1706, IAFF, Units A, B, and C, and to amend the necessary line items in the 1992 Operating Budget as voted at the 1991 Annual Town Meeting under Article 29, to fund same; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$182,000. to fund a collective bargaining agreement between the Town and the Needham Firefighters, Local 1706, IAFF, Units A, B, and C, said sum to be raised from current year general operating revenues.

ACTION: The main motion was presented and carried unanimously by voice vote.

#### ARTICLE 3. FISCAL YEAR 1992 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1992 Operating Budget, adopted under Article 29 at the 1991 Annual Town Meeting by deleting the amounts of money appropriated

under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town amend and supersede certain parts of the 1992 Operating Budget, adopted under Article 29 at the 1991 Annual Town Meeting as follows:

Line Item	Description	Changing From	Changing To		
007	Insurance, General	624,000.	474,000.		
051	Reserve Fund	556,374.	365,339.		
072	Minuteman Voc.				
	Assessment	463,088.	447,715.		
088	Salaries-Regular	2,359,885.	2,531,385.		
090	Education/Career				
	Incentive	25,000.	35,500.		
106	Salaries	2,383,485.	2,498,485.		
180	MWRA Sewer	2,476,685.	2,394,718.		
181	MWRA Water	133,315.	131,168.		

Mr. Frank Reardon, Chairman, Finance Committe, addressed this article on behalf of the Finance Committee. He reviewed the savings in various line items and excplained that the cost to fund the collective bargaining agreements reflects a carry forward in prior year funds of \$105,965. and a current year appropriation of \$191,035. He advised that the overall adjustments to the budget reflect a decrease of 143,522. from a total of \$47,450,000. to \$47,306,478.

ACTION: The main motion was presented and carried unanimously by voice vote.

# ARTICLE 4. FILE A PETITION WITH THE GENERAL COURT TO PASS A SPECIAL ACT TO ESTABLISH A FUNDING SCHEDULE FOR THE TOWN OF NEEDHAM RETIREMENT SYSTEM

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with clause (1), Section eight of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act printed below as a part of this Article and entitled "AN ACT TO ESTABLISH A FUNDING SCHEDULE FOR THE TOWN OF NEEDHAM RETIREMENT SYSTEM", or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham, or take any other action relative thereto.

NOTE: The text of the Special Act is as follows:

Whereas, the deferred operation of this act would tend to defeat its purpose, which is to immediately establish a funding schedule for the Town of Needham Retirement System, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Needham Retirement System is hereby deemed to have accepted the provisions of section twenty-two D of chapter thirty two of the General Laws; provided, however, that notwithstanding the provisions of the first sentence of subdivision (1) of said section twenty-two D, said retirement system may adopt a funding schedule established under said subdivision (1) of said section twenty-two D which would set forth total annual payments in any of its first six fiscal years which are less in any such year for such system or for such other assumed liabilities; and provided further, that said retirement system shall

not be subject to the provisions of paragraph (e) of subdivision (4) of said section twenty-two D.

Section 2. Notwithstanding the provisions of clause (1) of paragraph (c) of subdivision (7) of said section twenty-two of chapter thirty-two of the General Laws or of any other general or special law to the contrary, the amounts determined by the actuary of the public employee retirement administration on or before December fifteenth, nineteen hundred and ninety as the required payments into the pension fund of the Town of Needham Retirement System for the fiscal year commencing July first, nineteen hundred and ninety-one, in accordance with said clause (1), shall be revised in accordance with the amount required in an actuarial funding schedule which fulfills the requirement of section one of this act and has been approved by said actuary. Such revised amount shall be in accordance with an approved actuarial funding schedule; provided however, that any such schedule shall be submitted to said actuary on or before October first, nineteen hundred and ninety-one and the resulting revised appropriation shall be issued by said actuary no later than January fifteenth, nineteen hundred and ninety-two.

#### Section 3. This act shall take effect upon its passage.

MOVED: That the Town authorize the Board of Selectmen to petition the General Court, in compliance with clause (1) Section eight of Article LXXXIX of the Amendments of the Constitution, for the enactment of a special law entitled "AN ACT TO ESTABLISH A FUNDING SCHEDULE FOR THE TOWN OF NEEDHAM RETIREMENT SYSTEM," the text of which is attached, or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham.

Mr. J. Darrison Sillesky, member of the Contributory Retirement Board, requested that Town Meeting Members vote no on the main motion and that a new second main motion be voted in the affirmative.

Unanimous consent was given to allow Mr. Carl Valente, Town Administrator, Town Finance Director, and a non-resident, to address Town Meeting.

Mrs. Evelyn Poness, Treasurer/Tax Collector and Chairman of the Contributory Retirement Board, spoke in favor of this proposal. She explained that the wording in the second main motion is more appropriate for the Town of Needham than the wording in the first main motion, which, in fact, is the wording used by the City of Lynn. She also explained that this Special Act will save the Town between \$500,000. and \$1,000,000.

Mr. Sillesky advised that there is a basic flaw in the law and his board is trying to correct it. The original law required that retirement boards fund pensions for forty years and must pay as you go for the first six years. He noted that Needham's retirement board now has \$30,000,000. in the fund and has had the best performance rating in the State for the past five years. The Town is currently overfunding and is thus trying to correct the law. The Contributory Retirement Board tried to fix the law, but other cities and towns tried to jump on the bandwagon and reduce their retirement costs. Thus the Board is requesting approval of this article in order to submit a Home Rule Petition for the Town of Needham.

Mr. Carl Valente, Town Administrator, advised that the auditors review of the Town's funding of the pension system in 1989 found that 43% of the future pension costs were already funded and that by 1991 the funding level was 53.7%.

The first main motion was presented, but it failed to pass by voice vote.

MOVED: That the Town authorize the Board of Selectmen to petition the General Court, in compliance with clause (1) Section eight of Article LXXXIX of the Amendments of the Constitution, for the enactment of a special law entitled "AN ACT TO ESTABLISH A FUNDING

SCHEDULE FOR THE TOWN OF NEEDHAM RETIREMENT SYSTEM," the text of which is attached, or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Needham Retirement System having accepted the provisions of section twenty-two D of chapter thirty two of the General Laws prior to July 1, 1991, notwithstanding the provisions of the first sentence of subdivision (1) of said section twenty-two D, said retirement system may at any time, on or after July 1, 1991, adopt a funding schedule established under subdivision (1) of said section twenty-two D which would set forth total annual payments in any of its first six fiscal years which are less in any such year for such system than the total estimated cost of benefits to be paid in any such year.

Section 2. Be it further provided, that the Needham Retirement System may, subject to the provisions of subdivision (1) of section twenty-two D of chapter thirty-two, establish a funding schedule based on a thirty year period providing for a level amortization of the unfunded liability which would set forth total annual payments in any of its first six fiscal years which are less in any such fiscal year for such system than the total estimated cost of benefits to be paid in any such year.

Section 3. Notwithstanding the provisions of clause (i) of paragraph (c) of subdivision (7) of said section twenty-two of chapter thirty-two of the General Laws or of any other general or special law to the contrary, the amounts determined by the actuary of the public employee retirement administration on or before December fifteenth, nineteen hundred and ninety as the required payments into the pension fund of the Town of Needham Retirement System for the fiscal year commencing July first, nineteen hundred and ninety-one, in accordance with said clause (i), shall be revised in accordance with the amount required in an actuarial funding schedule which fulfills the requirement of section one of this act and has been approved by said actuary. Such revised amount shall be in accordance with an approved actuarial funding schedule; provided however, that any such schedule shall be submitted to said actuary on or before October first, nineteen hundred and ninety-one and the resulting revised appropriation shall be issued by said actuary no later than January fifteenth, nineteen hundred and ninety-two.

Section 4. This act shall take effect upon acceptance by the Town of Needham.

ACTION: The second main motion was presented and carried unanimously by voice vote.

## ARTICLE 5. ACCEPT M.G.L. CHAPTER 40, SECTION 42J (DEFERRAL OF WATER CHARGES)

To see if the Town will vote to accept the provisions of Chapter 40, Section 42J of the Massachusetts General Laws with respect to deferring water charges; or take any other action relative thereto.

#### Summary:

Acceptance of Section 42J of LChapter 40 of the General Laws permits the Board of Selectmen acting as the Water Commissioners under Section 69B of Chapter 41, to defer charges for water supplied to the property of an owner who applies, if the owner is already receiving an exemption from property taxes with respect to the same property under M.G.L. Chapter 59, Section 5, Clause 41A. An application for deferral may be filed with the Selectmen within the time established for filing an application for exemption under said clause 41A. Once qualified for the deferral it is applicable in subsequent years.

The selectmen shall notify the Board of Assessors of any such deferral and shall annually notify the Assessors of any unpaid water rates and charges to be added to the tax bill. The charges shall be committed by the Assessors along with the real estate taxes for each fiscal year, and secured by the statement of lien executed pursuant to said clause 41A. No additional notice or statement of lien need be recorded but the amount of the deferred charges shall be listed on any certificate of liens issued under Sections 23, 23A or 23B of Chapter 60.

Whenever a person ceases to receive an exemption under clause 41A the Board of Assessors shall cease deferring the water rates.

Interest shall be charged on deferred water charges at the same rate as interest on taxes deferred under said clause 41A. The deferred charges, together with accrued interest, shall be due and collectible at the same time and upon the same terms as taxes deferred under clause 41A. The deferred water charges shall not be used to determine whether a taxpayer continues to be eligible for exemption under said clause 41A.

MOVED: That the Town accept the provisions of Chapter 40, Section 42J of the Massachusetts General Laws.

Mr. John D. Marr, Jr. moved that Articles 5 and 6 be discussed together but voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Marr presented these proposals on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

## ARTICLE 6. ACCEPT M.G.L. CHAPTER 83, SECTION 16G (DEFERRAL OF SEWER CHARGES)

To see if the Town will vote to accept the provisions of Chapter 83, Section 16G of the Massachusetts General Laws with respect to deferring sewer charges.

#### Summary:

Acceptance of Section 16G of Chapter 83 of the General Laws permits the Board of Selectmen which is responsible for assessing charges for the use of common sewers pursuant to Section 16 of Chapter 83, to defer charges for use of the common sewers which serve the property of an owner who applies, if the owner is already receiving an exemption from property taxes with respect to the same property under M.G.L. Chapter 59, Section 5, clause 41A. An application for deferral may be filed with the Selectmen within the time established for filing an application for exemption under said clause 41A. Once qualified for the deferral it is applicable in subsequent years.

The selectmen shall notify the Board of Assessors of any such deferral and shall annually notify the Assessors of any unpaid sewer use charges to be added to the tax bill. The charges shall be committed by the Assessors along with the real estate taxes for each fiscal year, and secured by the statement of lien executed pursuant to said clause 41A. No additional notice or statement of lien need be recorded but the amount of the deferred charges shall be listed on any certificate of liens issued under Sections 23, 23A or 23B of Chapter 60.

Whenever a person ceases to receive an exemption under clause 41A the Board of Assessors shall cease deferring the sewer use charges.

Interest shall be charged on deferred sewer use charges at the same rate as interest on taxes deferred under said clause 41A. The deferred charges, together with accrued interest, shall be due and collectible at the same time and upon the same terms as taxes deferred under clause 41A. The deferred sewer charges shall not be used to

determine whether a taxpayer continues to be eligible for exemption under said clause 41A.

MOVED: That the Town accept the provisions of Chapter 83, Section 18G of the Massachusetts General Laws.

ACTION: The main motion was presented and carried unanimously by voice vote.

## ARTICLE 7. AUTHORIZATION TO BORROW (Generator for DPW Building)

To see if the Town will vote to raise and appropriate a sum of money for the purchase of a generator at the Public Works Building; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town raise and appropriate the sum of \$32,000.00 for a generator at the Public Works Building, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow \$32,000.00 for a period of time up to twenty years under Massachusetts General Laws, Chapter 44, Section 7.

Mr. Robert A. MacEwen, Director of Public Works, addressed this proposal. He explained that Boston Edison will reimburse the Public Works Department for use of the generator at a cost of \$4,000. per year for eight years. Consequently, this purchase is beneficial to the Town as well as Boston Edison.

ACTION: The main motion was presented and carried unanimously by voice vote.

#### ARTICLE 8. ACCEPT M.G.L. CHAPTER 32B, SECTION 18

To see if the Town will vote to accept the provisions of General Laws Chapter 32B, Section 18; or take any other action relative thereto.

#### Summary:

Section 18 of General Laws Chapter 32B, added by Section 122 of Chapter 138 of the Laws of 1991, permits the Town to require that retirees, their spouses and dependents who are insured or eligible to be insured under Chapter 32B, if enrolled or eligible for coverage in Medicare part A at no cost, transfer to a Medicare extension plan offered by the governmental unit under Section 11C or Section 16 of Chapter 32B. The retirees shall be required to provide such information as is necessary to transfer to a Medicare extension plan and may be required to provide proof certified by the federal government of their eligibility or ineligibility for Medicare part A and part B coverage. If a retiree does not submit the information required, he shall no longer be eligible for his existing health coverage. The Town must pay any Medicare part B premium penalty assessed by the federal government on said retirees, spouses and dependents as a result of enrollment in Medicare B at the time of transfer into the Medicare health benefits supplement plan.

MOVED: That the Town accept the provisions of Chapter 32B, Section 18 of the Massachusetts General Laws.

Mr. Carl Valente, Town Administrator and Finance Director, addressed this proposal on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

## ARTICLE 9. CLASSIFICATIONS AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to reclassify the title Director, Park and Recreation from the grade M-1 to the grade M-2 on Schedule A of the Classification and Standard Rates of Compensation Schedule; and to establish the new classification of Building Monitor at the rate of \$5.50 per hour on Schedule C of the Classification and Standard Rates of Compensation Schedule; in accordance with the Consolidated Personnel By-Law, Article 9 of the General By-Laws of the Town of Needham; or take any other action relative thereto.

MOVED: That the Town reclassify the title Director, Park and Recreation from the grade M-1 to the grade M-2 on Schedule A of the Classification and Standard Rates of Compensation Schedule; and establish the new classification of Building Monitor at the rate of \$5.50 per hour on Schedule C of the Classification and Standard Rates of Compensation Schedule.

Mr. Charles W. Wyckoff, member of the Personnel Board, addressed this proposal. He explained that upon completion of the management re-evaluation, several positions were downgraded. All of those downgraded positions are entitled to an appeal. The position of Director, Park and Recreation has been re-evaluated and the upgrade approved by the Personnel Board. In addition, the Board has approved the classification of Building Monitor at the Stephen Palmer Center.

ACTION: The main motion was presented and carried by voice vote.

## ARTICLE 10. AUTHORIZATION TO BORROW (SCHOOL BUILDING - ARCHITECT FEES)

To see if the Town will vote to authorize a sum of money for Architectural and Engineering design and bidding services for the renovation of certain school facilities, to be spent under the direction of the School Committee, to determine how such sum of money shall be raised; or take any other action relative thereto.

MOVED: That the Town raise and appropriate the sum of \$200,000.00 for Architectural and Engineering design and bidding services for the renovations of the Newman School Building, to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$200,000.00 for a period of time up to five years under Massachusetts General Laws Chapter 44, Section 7.

Unanimous consent was given to allow Mr. Stewart Roberts of the Architect firm of Anthony Tappe and Associates, Inc. to address Town Meeting.

Mrs. Claire Kroll Fusaro, Chairman, addressed this proposal on behalf of the School Committee. She explained that one elementary school will close when the Newman School is opened as an elementary school. The question is "should we open Newman with a few repairs or should we open Newman with the renovations needed for a forty year old building with forty year old plumbing, heating, and electrical systems". Mrs. Fusaro advised that the School Committee has addressed the issue of overcrowding for the past two years and that opening the Newman building was determined to be the best option.

Dr. Frederick J. Tirrell. Superintendent of Schools, noted that the Newman School will open in September, 1993 as an elementary school to relieve overcrowding. He advised that there is no room for the increasing elementary enrollment.

Mr. Robert E. Chase, Chairman, Future School Needs Committee, advised that his Committee has watched the increasing enrollment for the past two years and noted that the Newman School building had been set aside for this purpose.

Mr. Jonathan M. Davis opposed this article. He indicated that he has attended these schools and believes that the Newman building is an asset and should eventually be re-opened. However, two years ago when the override failed, the School Committee de-prioritized safety and reduced bussing to a two-mile limit. Mr. Davis expressed concern with the Newman opening as an elementary school with no safe walk/bus plan in effect. Previously the chilren who attended the Newman school were older and there was more bussing in place. He suggested that it is time to re-prioritize safety - not just at the Newman School, but at all the schools.

The following motion was offered by Mr. Jonathan M. Davis to refer the substance of this article to a School Safety Study Committee established by this Special Town Meeting to study and evaluate the current safety criteria used to determine safe walking routes for Needham school children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances, and to generally examine the issue of safe student access to and from their schools. This School Safety Study Committee shall consist of eight members - five current Town Meeting Members who have children in the Needham School System. preferably one from each school district, appointed by the Moderator, one Selectman or one person designated by the Selectmen, one School Committee member or one person designated by the School Committee, and the Chief of Police or one person designated by the Chief of Police. Said committee to report its findings no later than the 1992 Annual Town Meeting.

- Mr. Gerald R. Browne expressed his concern about the Newman School being a bussing school and the subsequent loss of neighborhood schools. He offered the following questions:
- 1) If Newman becomes an elementary school, when will the School Committee come back to ask for a new middle school?
- 2) When is the School Committee going for an override on this project?
  - 3) Where is the money coming from for this project?

In response to the above questions, Mrs. Fusaro advised that the renovations to Pollard Middle School will include 10 additional classrooms and will continue as a middle school. The School Committee will request the Board of Selectmen to place the override questions for the Pollard School proposal on the Spring 1992 Annual Town Election and the Newman School proposal in the Fall of 1992. Mr. Frank Reardon, Chairman of the Finance Committee, noted that the debt for this article will probably come in the next budget year. He stated that the Finance Committee had a split vote on the motion to support this article.

Mrs Sheila G. Pransky suggested that it would be prudent to have environmental testing done before rehabilitating the Newman School.

Mr. Richard W. Gatto urged support of Mr. Davis' motion indicating that he is not persuaded that the opening of the Newman School is the most cost effective method nor that the safety issues have been adequately addressed.

Mrs. Diane S. Webber spoke in favor of this article indicating that the safety issues have been addressed by our elected school officials and these officials have determined that this proposal is necessary.

A motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as Tellers by the Moderator: Hertz N. Henkoff, Foster S. Crook, LeRoy J. Nutile, John F. Milligan, Gregory John Shesko, and Richard S. Creem. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 99 - No 104.

In response to an inquiry from Mr. Robert Y. Larsen, 10 additional teachers would be required after the school renovations at an additional cost to the taxpayers of approximately \$250,000.

Mrs. Cynthia Conturie urged support of Mr. Davis' motion. Mr. James Hugh Powers suggested that the safety concerns and this proposal are two separate issues and the two shouldn't be mixed.

Mr. H. Phillip Garrity, Jr, Chairman, Board of Selectmen, advised that the children are here and must be educated. He further noted that the decision will not be decided by the Finance Committee or the Board of Selectmen, but by the voters of the town. There are two issues - one is of safety and one is the maintenance of a major building. The Future School Needs Committee has been on target for the past 20 years. It is time to face the problem. The number of bidders has increased substantially and bids are averaging 50 cents on the dollar.

In response to an inquiry from Mr. Robert Todd Pratt, Dr. Tirrell advised that if there are more than 26 students, there is an aide in the classroom.

A motion to move the previous question was offered by Mr. Robert A. Downs. The motion was presented and carried by voice vote.

Mr. Davis' motion to refer was presented, but it failed to pass by a count of hands. The hand count was Yes 50 - No 157.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by a count of hands. The hand count was Yes 146 - No 59.

A motion was offered by Mr. Daniel P. Matthews to establish a School Safety Study Committee as presented by Dr. Jonathan M. Davis. Mr. Matthews' motion was presented and carried by voice vote.

VOTED: That the Town raise and appropriate the sum of \$200,000.00 for Architectural and Engineering design and bidding services for the renovations of the Newman School Building, to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$200,000.00 for a period of time up to five years under Massachusetts General Laws Chapter 44, Section 7.

VOTED: That a School Safety Study Committee be established by this Special Town Meeting to study and evaluate the current safety criteria used to determine safe walking routes for Needham school children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances, and to generally examine the issue of safe student access to and from their schools. This School Safety Study Committee shall consist of eight members - five current Town Meeting Members who have children in the Needham School System, preferably one from each school district, appointed by the Moderator, one Selectman or one person designated by the School Committee, and the Chief of Police or one person designated by the School Committee, and the Chief of Police or one person designated by the Chief of Police. Said committee to report its findings no later than the 1992 Annual Town Meeting.

#### **ARTICLE 11. COMMITTEE/OFFICER REPORTS**

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town hear and act on the reports of Town Officers and Committees.

A motion to postpone the subject matter of Article 11 indefinitely was offered by Mr. H. Phillip Garrity, Jr. The motion was presented and carried unanimously by voice vote.

At 10:45 P.M. Mr. H. Phillip Garrity, Jr. offered the following Resolution:

#### RESOLUTION

WHEREAS, Warner B. Hartford was a Needham resident for 35 years, and

WHEREAS, Warner B. Hartford was Executive Secretary of the Finance Committee for 17 years, and

WHEREAS, Warner B. Hartford served the Town of Needham as a Town Meeting Member from 1966 through 1987, and

WHEREAS, Warner B. Hartford was a former member of the Needham Exchange Club and served as Treasurer of the American Red Cross in Needham for many years, and

WHEREAS,
Warner B. Hartford was a native of New
Hampshire and moved to Bow, New Hampshire
upon his retirement. He has a lifelong interest in
Scouting and was awarded the Eagle Scout Award
in Concord, New Hampshire

NOW, THEREFORE BE IT RESOLVED by this body that the 1991

Special Town Meeting be dissolved in honor of the many civic contributions of Warner B. Hartford to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC, Town Clerk

ATTEST:

# RECORD OF PRESIDENTIAL PRIMARY March 10, 1992

The ballot box returns in the Precincts were as follows:

Pursuant to a Warrant issued by the Selectmen February 11.
1992, the Inhabitants of the Town of Needham qualified to vote in
elections met at the polling places designated for the several precincts in
said Needham on Tuesday, the tenth day of March in the year 1992 at
seven o'clock in the forenoon. The polls remained open until 8:00
o'clock in the afternoon.
o clock in the statements

The meeting was called to order and the Warrant and Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty with the registers set on 0000. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

#### The polling places had been designated as follows:

Precinct A -	Hillside School
Precinct B -	Hillside School
Precinct C -	Newman Middle School
Precinct D -	High Rock School
Precinct E -	Pollard Middle School
Precinct F -	Stephen Palmer Community Room
Precinct G -	Broadmeadow School
Precinct H -	Broadmeadow School
Precinct I -	William Mitchell School - Gymnasium
Precinct J -	William Mitchell School - Gymnasium

The polls were opened at seven 'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

PRECINCTS	A	В	<u>C</u>	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	42	64	61	81	54
9:00 A.M.	102	137	110	157	117
10:00 A.M	153	205	193	224	216
11:00 A.M.	204	259	243	278	261
12:00 NOON	243	313	286	340	298
1:00 P.M.	292	355	329	386	346
2:00 P.M.	330	400	377	427	392
3:00 P.M.	376	438	436	472	425
4:00 P.M.	409	493	497	545	474
5:00 P.M.	474	575	555	632	540
6:00 P.M.	560	649	629	730	637
7:00 P.M.	650	757	717	825	726
8:00 P.M.	732	813	801	904	796
<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	Ī	I
7:00 A.M.	0	0	0	0	0
8:00 A.M.	63	83	62	52	80
9:00 A.M.	140	156	149	125	184
10:00 A.M.	240	210	209	165	242
11:00 A.M.	318	235	280	244	300
12:00 NOON	405	288	338	301	351
1:00 P.M.	487	334	387	337	382
2:00 P.M.	500	275	436	373	432
	529	375	430	3/3	732
3:00 P.M.	529 596	423	495	419	466
4:00 P.M.	596 643	423 469	495 574		
4:00 P.M. 5:00 P.M.	596 643 726	423 469 550	495 574 657	419	466
4:00 P.M. 5:00 P.M. 6:00 P.M.	596 643 726 813	423 469 550 633	495 574	419 483	466 523
4:00 P.M. 5:00 P.M.	596 643 726	423 469 550	495 574 657	419 483 564	466 523 606

The Town Clerk and the Board of Registrars upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:48 P.M., March 10 1992.

The total number of votes cast was as follows:

	Republican	<u>Democrat</u>	Independent Voters Party	Total	
Precinct A	185	547	0	732	
Precinct B	220	592	0	812	
Precinct C	276	525	1	802	
Precinct D	302	603	0	905	
Precinct E	299	497	0	796	
Precinct F	348	651	2	1001	
Precinct G	240	609	0	849	
Precinct H	292	630	0	922	
Precinct I	274	595	0	869	
Precinct J	311	569	0	880	

TOTAL VOTE - 8,568 (47.79% of Registered Voters)

The result of the balloting was as follows:

	A	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	Ī	I	TOTAL
				REPUBI	JICAN PA	RTY					
- 1 # 631 A - C-A	185	220	276	302	299	348	240	292	274	311	2747
Total # of Votes Cast	163	220					240	20720	2,4	311	2, ,,
			PR	RESIDENT	IAL PREF	ERENCE					
Patrick J. Buchanan David Duke George Bush No Preference Scattered Write-Ins Blanks	41 1 132 3 2 6	54 4 136 8 1 17	43 2 202 19 5 5	49 4 216 21 1	84 4 186 15 4	61 1 255 19 1	64 6 153 10 1 6	70 3 197 16 3 3	62 0 189 18 2 3	74 2 220 12 3 0	602 27 1886 141 23 68
		STATE C	OMMITT	EE MAN (	Norfolk, B	ristol & M	liddlesex D	ristrict)			
Dudley H. Willis 177 Farm Road, Sherborn	116	129	177	193	189	224	160	160	159	198	1705
Scattered Write-Ins Blanks	1 68	- 91	- 99	109	110	124	80	132	115	113	1 1041
	S	TATE CO	MMITTEI	E WOMAN	(Norfolk	Reictol &	Middlesov	District)			
									450	100	1056
Michele C. Carter 5 Juniper Lane, Dover	129	149	194	216	205	241	159	195	170	198	1856
Scattered Write-Ins Blanks	1 55	71	82	86	94	107	81	97	104	113	1 890
				TOWN	COMMIT	TEE					
Alice L. Morrison	103	120	161	194	162	190	134	142	141	180	1527
110 Country Way Elizabeth B. Larsen 150 Tudor Road	102	119	152	162	157	167	130	153	135	175	1452
Michael M. Monahan	97	116	138	149	144	170	119	131	129	156	1349
1409 Great Plain Avenue Emily M. Salaun	98	104	142	153	140	159	114	122	133	171	1336
101 Tower Avenue Ruth Z. Nadol 640 Charles River Street	95	107	141	155	135	156	103	112	113	146	1263
Dana W. Story, Jr.	108	120	159	165	152	186	123	134	136	169	1452
27 Perry Drive Michael L. Beard 594 Webster Street	101	110	132	146	139	158	107	118	117	158	1286
Kathleen D. Whitney 75 Kingsbury Street	99	112	142	151	148	163	117	132	131	165	1360
Elizabeth C. Quinn	98	113	147	149	146	158	114	121	124	157	1327
64 Gay Street Betsy M. Tedoldi 68 High Street	108	123	163	176	162	181	138	156	156	200	1563
Carolyn H. Garrity 35 Highland Court	102	120	155	164	162	179	128	136	139	184	1469
Bahi Reda	90	104	131	144	136	153	107	112	118	147	1242
16 Surrey Lane Robert A. Downs	97	111	144	156	142	159	126	130	133	179	1377
51 Virginia Road Jeffrey M. East	90	110	129	142	137	153	105	115	125	143	1249
34 Hazelton Avenue Charles W. Wyckoff 85 Pine Street	105	119	172	178	160	180	138	157	145	184	1538
Gilbert W. Cox, Jr.	108	132	191	196	189	198	149	176	163	211	1713
49 Colonial Road Eleanore D. Downs 66 Marked Tree Road	106	113	153	174	147	164	132	139	137	168	1433

		RE	PUBLICA	N TOWN	сомміт	TEE (Con	tinued)				
	Δ	<u>B</u>	<u>C</u>	D	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	I	I	TOTAL
John D. Marr, Jr. 70 Greendale Avenue	110	120	163	173	164	176	133	151	150	204	1544
Carol Johnson Boulris 203 Country Way	104	117	161	195	163	170	131	152	135	180	1508
Cristina M. Schofield 59 High Street	94	112	136	148	141	161	113	120	122	154	1301
Marcia M. Carleton 132 Elmwood Road	108	125	185	184	182	196	145	179	168	204	1686
Elizabeth Anne Nowell 15 Brancroft Street	92	107	136	149	140	154	109	115	117	155	1274
Richard S. Creem 12 Gary Road	98	111	132	146	137	154	103	115	109	147	1252
Alden Eberly 10 Lewis Street	99	111	148	163	150	173	120	124	132	167	1387
Stanley R. Tippett 78 Clarke Circle	103	130	165	170	166	176	134	147	142	194	1527
Mark B. Terzano 51 Avon Circle	90	111	128	141	137	154	103	116	113	151	1244
Louise V. Condon 26 Hazelton Avenue	110	123	167	185	187	196	149	180	174	205	1676
Michael J. Millette 55 Coulton Park	87	105	129	147	136	154	101	111	114	143	1227
H. Phillip Garrity, Jr. 35 Highland Court	111	130	174	193	173	189	143	158	157	197	1625
William L. Sweet 361 West Street	103	122	147	157	150	163	120	126	126	172	1386
Robert D. Hall, Jr. 204 Hillcrest Road	100	114	149	170	164	171	124	152	150	171	1465
Robert W. Cutts 70 Whitman Road	91	105	142	150	137	154	107	116	118	150	1270
Stevan Carrasco 138 Country Way	91	109	140	157	137	157	106	117	113	147	1274
Fred F. Mitchell, Jr. 11 Falcon Street	91	105	135	149	140	156	107	126	130	156	1295
Barbara J. Downs 51 Virginia Road	100	111	145	160	151	160	120	128	133	178	1386
Scattered Write-Ins Blanks	1 2,985	3,679	4,426	4,869	5,152	6,292	4,148	5,501	4,912	4,917	1 46,881
DEMOCRATIC PARTY											
Total # of Votes Cast	547	592	525	603	497	651	609	630	595	569	5818
			PRE	SIDENTI <i>A</i>	L PREFE	ERENCE					
Ralph Nader	16	17	7	9	15	15	13	20	15	17	144
Lyndon H. LaRouche	•		•		2	1		1	1		5
Jerry Brown Tom Harkin	96 3	80	56 2	81 1	65	73 5	71	82 1	68 5	73 5	745 22
Larry Agran	1	~	-	2	-	1	3	2	1	1	11
Paul Tsongas Eugene McCarthy	360 1	445	392 4	421 3	365	458 10	452 3	456 3	441	417	4207
Bill Clinton	50	36	40	55	34	51	39	36	1 42	41	31 424
Robert Kerrey	-	4	1	3	1	1	3	1	3	1	18
No Preference Scattered Write-Ins	3	2 3	6	9	6 2	12 3	12 1	7	4	3 2	64 19
Blanks	16	5	17	17	4	21	12	20	10	6	128
	<u>S</u>	TATE CO	MMITTEE	E MAN (No	orfolk, Bri	istol & Mic	ldlesex Dis	trict)			
Peter K. Brock 39 Crowell Street, Plainville	269	292	242	275	209	301	277	310	284	289	2748
Scattered Write-Ins Blanks	278	300	283	328	288	1 349	332	320	311	1 279	2 3068

	<u>A</u>	<u>B</u>	<u>C</u>	D	E	<u>F</u>	<u>G</u>	H	Ī	1	TOTAL
STATE COMMITTEE WOMAN (Norfolk, Bristol & Middlesex District)											
Sally B. Powers 47 Scott Road, Needham	396	423	399	456	391	487	487	492	464	458	4453
Laura C. Roskind 30 Ivy Lane, Sherborn	59	51	41	55	. 31	49	34	37	36	47	440
Blanks	92	118	85	92	75	115	88	101	95	64	925
				TOWN	COMMIT	TEE					
Richard Leary 49 Rybury Hillway	204	218	203	224	190	237	232	274	237	214	2233
Mary Ellen Herd 90 Manning Street	250	264	242	279	235	294	315	288	314	298	2779
Lida Harkins 14 Hancock Street	275	305	315	327	276	371	350	336	350	339	3244
Maura Walsh 108 Manning Street	209	246	223	238	209	256	287	275	297	267	2507
Thomas Harkins 24 May Street	216	239	219	· 246	227	283	264	254	258	232	2438
Jane Murphy 12 Mark Lee Road	211	234	221	237	198	273	238	264	263	238	2377
Julio Farulla 11 LaSalle Road	209	224	211	220	187	242	228	243	241	232	2237
Judy LeBow 73 Mackintosh Avenue	255	245	251	243	200	244	231	261	247	238	2415
Paul Ward 66 Hunting Road	215	220	204	219	184	230	233	244	240	247	2236
Arthur Tiernan 21 Warren Street	220	244	209	233	209	277	260	260	247	219	2378
Catherine Wong 31 Rosemary Street	229	258	219	231	196	275	239	247	251	228	2373
Stephen Merritt 194 Webster Street	212	227	199	216	187	232	226	233	232	224	2188
Paul Kelly 15 Prospect Street	214	224	218	230	199	254	253	264	245	226	2327
Therese Burke 14 Otis Street	219	231	214	231	197	252	265	259	253	228	2349
William Burke 14 Otis Street	202	220	206	223	191	237	255	242	239	212	2227
Jennifer Peck Fainberg 23 Lynn Road	241	251	241	249	216	262	250	289	283	248	2530
Walter Wright 121 Thornton Road	215	239	208	237	193	243	240	276	253	233	2337
Norman Jacques 41 Hancock Road	248	267	234	277	226	309	286	286	291	279	2703
Eleanor Jacques 41 Hancock Road	238	259	221	257	212	287	259	272	274	247	2526
Cheryl Jacques 41 Hancock Road	250	277	241	272	238	302	290	295	285	265	2715
Daniel Matthews 31 Rosemary Street	241	262	223	261	208	289	278	278	272	257	2569
Eric Fleming 22 Morton Street	211	234	209	231	194	274	241	259	246	235	2334
Elizabeth Keil 43 Kingsbury Street	218	233	198	231	205	273	244	250	252	223	2327
Lynne Stern 100 Hoover Road	219	238	224	226	199	249	248	265	255	266	2389
Kirsten Durbin 301 Nehoiden Street	218	250	235	252	236	303	283	257	275	239	2548
Walter McDonough 25 Gatewood Road	196	221	198	220	187	231	229	240	232	204	2158
Sumner Fanger 21 Oakland Avenue	225	229	200	218	185	239	220	248	236	228	2228
Sidney Dockser  98 Wayne Road	238	239	210	210	188	233	217	238	230	218	2221

DEMOCRATIC TOWN COMMITTEE (Continued)											
	<u>A</u>	<u>B</u>	<u>C</u>	D	<u>E</u> .	<u>F</u>	<u>G</u>	<u>H</u>	1	1	TOTAL
Charles Wright 36 Maple Street	208	226	198	230	181	235	226	234	229	221	2188
Rachel Spector 24 Lexington Avenue	233	252	224	242	198	256	240	257	259	270	2431
Edmund Mahoney 1649 Great Plain Avenue	205	226	225	228	190	260	249	248	242	214	2287
Sheila Pransky 100 Mayflower Road	238	267	251	245	208	256	230	258	255	235	2443
Kevin Keane 191 Tudor Road	195	215	202	216	186	239	232	303	256	210	2254
Alan Pransky 100 Mayflower Road	233	260	234	229	188	244	224	247	239	226	2324
Carol Knapton 100 Lawton Road	218	237	206	231	213	267	237	267	249	222	2347
Scattered Write-Ins Blanks	11,317	1 12,238	10,639	12,746	10,259	5 13,572	12,516	12,839	11,798	1 11,532	7 119,456
INDEPENDENT VOTERS PARTY											
			INDE	ENDENT		IAKII					
Total # of Votes Cast	0	0	1	0	0	2	0	0	0	0	3
			PRES	SIDENTIA	L PREFE	RENCE					
Robert J. Smith	-	-	-	•	-	•	40		-	-	-
Darcy G. Richardson Erik Thompson	-	•	-	ple	•	-	-	-	-	-	
Howard Phillips	_	-	_		-	1	_	_	-	-	1
Earl F. Dodge	_	-	-	_	_		_		-	_	
J. Quinn Brisben	-	-	-	-	-	-		-	-	-	-
Michael S. Levinson	•	-	-	tie	-	-	-	-	-	-	-
Bo Gritz	-	-	-	-	-	-	-	**	-	-	-
No Preference Scattered Write-Ins	_	-	1	_	-	1	-		-	-	1
Blanks	-	-	-	-		-	-		-	-	-
STATE COMMITTEEMAN											
No Nomination Blanks	-	-	1	-	-	2	-	-	-	•	3
STATE COMMITTEEWOMAN											
No Nomination Blanks	•	-	1	•	•	2	•	-	-	•	3
				TOWN CO	OMMITTE	<u>CE</u>					
No Nomination Blanks			1	-	_	2	-	-	-	-	3

#### RECORD OF ANNUAL TOWN ELECTION

#### April 13, 1992

Pursuant to a Warrant issued by the Selectmen February 25, 1992, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the thirteenth day of April in the year 1992 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Warden of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A -	Hillside School
Precinct B -	Hillside School
Precinct C -	Newman Middle School
Precinct D -	High Rock School
Precinct E -	Pollard Middle School
Precinct F -	Stephen Palmer Community Room
Precinct G -	Broadmeadow School
Precinct H -	Broadmeadow School
Precinct I -	William Mitchell School - Gymnasium
Precinct J -	William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

#### ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year: One Selectman for Three Years: One Town Clerk for Three Years; One Assessor for Three Years: Three Members of School Committee for Three Years; Two Trustees of Memorial Park for Three Years; Two Trustees of Needham Public Library for Three Years; One Member of Board of Health for Three Years; One Member of Planning Board for Five Years; One Commissioner of Trust Funds for Three Years; Two Members of Park and Recreation Commission for Three Years; Eight Town Meeting Members from Precinct A for Three Years; Nine Town Meeting Members from Precinct B for Three Years; Eight Town Meeting Members from Precinct C for Three Years; Nine Town Meeting Members from Precinct D for Three Years; Eight Town Meeting Members from Precinct E for Three Years; One Town Meeting Member from Precinct E for Two Years; Nine Town Meeting Members from Precinct F for Three Years; Nine Town Meeting Members from Precinct G for Three Years; Eight Town Meeting Members from Precinct H for Three Years; Eight Town Meeting Members from Precinct I for Three Years; Eight Town Meeting Members from Precinct J for Three Years.

#### **ARTICLE 2: BALLOT QUESTION**

To submit the following question upon the official ballot to the voters of the Town:

QUESTION #1: Non-Binding Public Opinion Advisory Ballot Question

"Shall our Representative, John Joseph Moakley, and our Senators, Edward Kennedy and John F. Kerry, be instructed to take all suitable measures:

- 1. To enact reductions in military expenditures of at least fifty percent (50%) by the 1996 budget year;
- 2. Provide assistance to communities and employers to convert from military to peace-time production; and
- 3. Reallocate funds from military uses to meet domestic needs such as health care, education and environmental protection and to reduce the federal budget?"

Brief Summary: A Yes vote expresses non-binding support in a shift in federal spending from military uses to domestic needs.

The ballot box returns in the Precincts were as follows:

PRECINCTS	<u>A</u>	<u>B</u>	C	D	E
6:45 A.M.	0	0	0	0	0
7:00 A.M.	6	2	1	15	7
8:00 A.M.	11	21	21	32	20
9:00 A.M.	29	39	42	69	43
10:00 A.M	52	65	62	96	69
11:00 A.M.	64	77	79	115	97
12:00 NOON	79	95	114	148	122
1:00 P.M.	88	108	131	173	134
2:00 P.M.	100	125	153	200	151
3:00 P.M.	111	141	182	240	180
4:00 P.M.	122	165	208	264	203
5:00 P.M.	136	185	246	307	232
6:00 P.M.	166	221	298	365	274
7:00 P.M.	181	246	360	444	335
8:00 P.M.	215	270	430	513	393
<u>PRECINCTS</u>	<u>F</u>	$\underline{\mathbf{G}}$	<u>H</u>	Ī	1
6:45 A.M.	0	0	0	0	0
7:00 A.M.	14	3	12	5.	1
8:00 A.M.	29	34	29	27	34
9:00 A.M.	50	58	54	57	62
10:00 A.M.	74	78	81	69	79
11:00 A.M.	124	106	102	81	101
12:00 NOON	146	127	134	109	125
1:00 P.M.	164	147	149	127	152
2:00 P.M.	192	170	181	155	180
3:00 P.M.	222	205	210	185	208
4:00 P.M.	255	231	234	226	233
5:00 P.M.					
	285	270	271	261	263
6:00 P.M.	285 322	349	304	297	319
7:00 P.M.	285 322 388	349 397	304 340	297 351	319 376
	285 322	349	304	297	319

The Town Clerk and the Board of Registrars upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:38 P.M., April 13 1992.

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST: 3,919 - 21.72%

The result of the balloting was as follows:

TOWN OFFICES											
	<u>A</u>	<u>B</u>	<u>C</u>	D	E	F	<u>G</u>	<u>H</u>	Ī	Ţ	<u>TOTA</u> L
Total Number of Votes Cast	215	270	430	513	393	447	471	391	387	402	3,919
MODERATOR (For one year	/ \	,									
Richard P. Melick	148	178	286	334	245	302	321	246	265	261	2,586
Scattered Write-Ins Blanks	1 66	92	144	179	2 146	1 144	150	145	122	141	4 1,329
Dianks	00	72	1.44	1/7	140	144	130	143	122	141	1,329
SELECTMAN (For three year											
H. Phillip Garrity, Jr.	100	143	250	263	237	260	289	218	240	232	2,232
Richard E. Jones	31 58	32 61	33 99	62 129	43	45	33	35	29	49	392
Mary J. P. O'Brien Blanks	26	34	48	59	68 45	88 54	101 48	93 45	77 41	. 74 47	848 447
2.41.23					*5	34	40	45	74	٠,	777
TOWN CLERK (For three ye											
Theodora K. Eaton	158	200	319	371	278	338	355	280	288	297	2,884
Scattered Write-Ins Blanks	1 56	70	111	142	115	109	116	111	99	105	1 024
Dialika	30	70	111	142	113	109	110	111	99	103	1,034
ASSESSOR (For three years)(	Vote for (	One)									
Herbert L. Dodge	130	169	287	302	235	283	298	242	242	252	2,440
Scattered Write-Ins	-1	-	-	-	-		-	-	-	-	1
Blanks	84	101	143	211	158	164	173	149	145	150	1,478
SCHOOL COMMITTEE (Fo	r three ve	ars)(Vote fo	or Three)								
Margaret G. Murphy	112	166	256	266	239	270	336	245	253	248	2,391
Caroline D. Murray	109	148	226	215	196	265	291	196	203	217	2,066
David Summergrad	103	146	228	206	202	219	255	197	217	185	1,958
Karl H. Clauset, Jr. Blanks	148 173	154 196	292 288	411 441	275 267	282 305	257 274	244 291	238 250	256	2,557
Dianks .	1-73	190	200	441	207	303	214	291	230	300	2,785
TRUSTEE OF MEMORIAL	PARK (F	or three yea	ars)(Vote fo	or Two)							
Ron Sockol	131	182	305	319	236	275	294	246	246	253	2,487
Charles J. Mangine	125	173	270	292	226	283	295	232	230	243	2,369
Scattered Write-Ins Blanks	1 173	185	285	415	324	336	353	304	298	308	1 2,981
Dialiks	173	103	203	413	324	330	333	304	270	300	2,701
TRUSTEE OF PUBLIC LIBI	RARY (Fo	or three yea	rs)(Vote for	r Two)							
Roma Jean Brown	139	177	287	327	242	286	299	250	240	251	2,498
Charles F. C. Henderson	132	175	275	302	234	284	297	234	238	232	2,403
Scattered Write-Ins Blanks	1 158	188	298	397	310	324	346	298	296	321	1 2,936
Dianks	136	100	470	371	310	324	340	270	270	341	2,930
BOARD OF HEALTH (For the	hree years	(Vote for (	One)								
David C. Bellinger	116	161	202	283	213	265	294	222	226	240	2,222
Elliot I. Steinberg	50	59	125	96	65	63	62	60	59	60	699
Scattered Write-Ins Blanks	49	50	103	134	115	1 118	115	109	102	102	1 997
	•	50	100		***			• • •		102	
PLANNING BOARD (For fiv	e years) (	Vote for Or	ne)								
David C. Gerber	144	180	281	313	241	285	313	239	256	266	2,518
Scattered Write-Ins Blanks	1 70	90	149	200	152	162	158	152	131	136	1,400
Dianks	70	90	147	200	132	102	136	132	131	130	1,400
COMMISSIONER OF TRUS	T FUNDS	(For three	years)(Vot	e for One)							
Robert E. Kettlety	132	174	280	309	232	273	300	243	244	247	2,434
Scattered Write-Ins	1	-	150	204	161	174	171	1.40	1.42	166	1 494
Blanks	82	96	150	204	161	174	171	148	143	155	1,484
PARK AND RECREATION	COMMIS	SION (For	three year	s)(Vote for	Two)						
Jeffrey I. Meropol	116	143	251	266	224	248	295	215	222	221	2,201
James F Sargent	144	168	267	296	223	272	294	222	235	238	2,359
Scattered Write-Ins	1		-	464	220	254	252	245	- 217	245	1
Blanks	169	229	342	464	339	374	353	345	317	345	3,277

	A	В	<u>C</u>	D	E	<u>F</u>	<u>G</u>	<u>H</u>	Ī	I	TOTAL
Total Number of Votes Cast	215	270	430	513	393	447	471	391	387	402	3,919
	D 11' (		D-I	lat Ossatia	- Badua	tions in Mi	litam: Fun	on ditumos			
QUESTION #1: Non-Bindin	g Public C	уримоп Аа 192	visory Dai 286	ot Questio 315	263	293	шану Ехр 290	263	255	273	2,583
Yes No	41	46	92	117	70	101	121	79	88	83	838
Blanks	21	32	52	81	60	53	60	49	44	46	498
Dianks	21										
			TOWN	MEE	TING I	MEMB:	ERS				
Not Elected											
		1	PRECINC	T A (For t	hree years	) (Vote for	Eight)				
Robert E. Hoban, Jr.			118		Ge	orge Tarali	o				100
Richard D. Lempitski			97		Do	ris O. Wal	dstein				103
Richard S. Luskin			100			nn D. Geno					113
Blanche D. Randall			107			chael W. R attered Wri					133 1
			PRECINC	T B (For t	hree years	s) (Vote for	r Nine)				
Thomas M. Alpert			119		All	bert E. Mil	ls				119
Deborah H. Anastas			129		* Do	onald F. Ru	ıssell				106
Alfred S. Coren			131		Ge	rald A. Wa	sserman				133
Joan M. Johnson			153			alter E. Ho					146
Jason L. Levy			116		A.	Fay Remn	itz				116
		1	PRECINC	T C (For t	hree years	) (Vote for	· Eight)				
Laurence G. Eaton			254			ary J. P. O					222
Patrick J. Hyland			217			ertina L. So					198
Daniel L. Lintz			205			nthia J. Ch					214 166
David W. Lombard			219 217		+ Di	avid L. Kle	DanoII				100
Daniel P. Messing				T D (E 4	D	-) (5/a4a fa	- Ni-a				
				TD (For t	·	s) (Vote for	r Nuie)				
Howard B. Bacon			187			ry J. Uhl					200
Susan C. Feely			212			ane S. Web ndrew D. F					256 185
Roger B. Hunt Elizabeth B. Kloss			197 241			ma B. Grig					150
David W. Kunhardt			238			idrea Jan W	_				257
Christine H. Miara			261								
			PRECINC	T E (For t	hree years	) (Vote for	Eight)				
Lawrence R. Cummings			161			D. Schne					160
Ann Dermarderosian			173			ry Jane Ba					184
David L. Gillmeister			164			ul J. Durda an C. Kirkr					186 176
* Robert J. Moore Edward Nowak, Jr.			152 162			in C. Kirki attered Wri					1/0
Edward Nowak, Jr.				CT E Œor		) (Vote for					•
Jane A. Howard			225	CI E (I UI	two years	, (	Out,				
Jaine A. Howard				T F (For t	hree vears	s) (Vote for	r Nine)				
				2 1 (101 (							
Kirsten D. Durbin			282			borah L. R					176
Mary Ellen Hale			197			regory John					162
					Sal	DAILCE	LOOM				
Thomas M. Harkins F. Timothy Hegarty, Jr. Elizabeth M. Keil Dexter H. Marsh, Jr.			243 171 198 177		* Ai	nn Marie T onnell F. O ndra Balzer	eachout 'Duggan				166 196 220

#### **TOWN MEETING MEMBERS**

\* Not Elected

John J. Gill

	PRECINCT G (	For three years) (Vote for Nine)	
Janet P. Bigelow	223	Marsha C. Salett	205
Richard DeMeis	- 188	Robert T. Smart, Jr.	201
Christian H. Fredericks, Jr.	186	* William J. Fandel	178
Caroline D. Murray	314	* Frank S. Gallello	180
Jill E. Owens	266	Frank E. Reardon	220
Sheila G. Pulver	235		
	PRECINCT H (F	For three years) (Vote for Eight)	
Norman M. Bryden	224	Joan D'Arcy Sheridan	208
Nancy E. McCarthy	222	Peter Friedenberg	202
Peter E. McElroy	208	Write-Ins:	
Gordon H. Piper	219	Peter J. Meade	43
Joan B. Ronayne	215	Scattered Write-Ins	5
	PRECINCT I (F	or three years) (Vote for Eight)	
Peter B. Benfield	166	Maureen T. McCaffrey	186
Gerald R. Browne	162	* Keith M. McClelland	134
Alan D. Burt	155	Elaine E. Messias	183
* Kennison N. Gale	128	Barbara Roggeveen	136
John W. Lebourveau	153	David C. Gerber	196
	PRECINCT J (F	or three years) (Vote for Eight)	
Marc S. Chase	175	Alfred J. Murphy	163
David C. Crocker	188	* Sidney H. Sternick	134
Foster S. Crook	184	William R. Dermody	194
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* 4 * * ****			

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrances to the polling places and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

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Adjourned at 9:38 P.M., April 13, 1992.

Theodora K. Eaton, CMC, Town Clerk

Maria T. Mancini

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### ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

#### May 4, 1992

Pursuant to a Warrant issued by the Selectmen February 25, 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Middle School on Monday, May 4, 1992, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 279 voters, including 248 Town Meeting Members, were checked on the list as being present.

The Needham High School Jazz Ensemble, directed by Mark Hickey, performed prior to the call to the meeting. The Public School Celebration Committee empowered by Town Meeting under Article 48 of the 1991 Annual Town Meeting, made a short presentation.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The colors were presented by Girl Scout Abigail Hussey of Troop 3131 while those present joined in singing the "Star Spangled Banner".

Rev. Roy F. Cederholm, President of the Needham Clergy Association, and Pastor, Christ Episcopal Church, gave the invocation. Following this, the call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

- 1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
- 2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
- 3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 9.
- 4. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, section 6.
- 5. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring. Short motions to amend and procedural motions need not be in writing.
- 6. Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.
- 7. Limits of debate shall be enforced.

- 8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.
- 9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be scated.
- 10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

- 25 Minutes Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.
- 10 Minutes Town Meeting members, non-town meeting members, visitors other than attorneys.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator announced that the proponents of Articles 10, 11, and 12 requested unanimous consent to withdraw these articles. Mrs. Joanne Hull Roth, member of the Planning Board, explained that the review of the business districts within the town consists of four phases which are still being reviewed at this time and because these articles are lengthy and confusing, it would be more appropriate to return to Town Meeting with these articles at a future time. Unanimous consent was given to withdraw Articles 10, 11 and 12.

The Moderator announced that the proponents of Article 41 requested unanimous consent to withdraw Article 41. Mr. Paul Theodore Owens, Finance Committee member, advised that the Finance Committee recommends that the Board of Health request a transfer during the fiscal year if this sum is needed instead of appropriating the amount at this time. Unanimous consent was given to withdraw Article 41.

The Moderator announced that the School Committee requests uanimous consent to advance Article 29 to be placed on the floor as the first order of business on Monday, May 11, 1992 after the disposition of all business on the floor, and it was so voted unanimously.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Member responded with "question" or "debate" to the following articles: 3, 4, 5, 32, 33, 35, 42, 43, 46, 48, 51, 52, 54, 55, and 56.

The Moderator called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 23, 1991, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so

unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

#### ARTICLE 3: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town accept and act on the reports of Town Officers and Committees.

ACTION: So voted by unanimous vote.

#### **ARTICLE 4: AUTHORIZATION TO EXPEND STATE FUNDS**

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of \$435,741. provided or to be provided by the Commonwealth of Massachusetts Department of Public Works under the provisions of Chapter 33 of the Acts of 1991; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of \$435,741. provided or to be provided by the Commonwealth of Massachusetts Department of Public Works under the provisions of Chapter 33 of the Acts of 1991.

ACTION: So voted by unanimous vote.

#### **ARTICLE 5: STREET ACCEPTANCE**

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk.

CANAVAN CIRCLE End of 1987 acceptance of Canavan Circle Westerly to Alden Road, a distance of 510.19 ft.

MOVED: That the Town accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

CANAVAN CIRCLE End of 1987 acceptance of Canavan Circle Westerly to Alden Road, a distance of 510.19 ft.,

including the taking or acceptance of easements as shown on said plans.

ACTION: So voted by unanimous vote.

### ARTICLE 32: PURCHASE OF SEWER PUMP STATION ALARM SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$10,000. to install alarm systems at five Sewer Pump Stations; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$10,000 to install alarm systems at five Sewer Pump Stations; said sum to be raised from the current tax levy.

ACTION: So voted by unanimous vote.

### ARTICLE 33: AUTHORIZATION TO BORROW (SEWER STATION AUXILIARY POWER)

To see if the Town will vote to raise and appropriate the sum of \$40,000. for the installation of standby emergency power at the Reservoir Street Sewer Pumping Station; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$40,000. for the installation of standby emergency power at the Reservoir Street Sewer Pumping Station; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$40,000. for a period of time up to five years pursuant to M.G.L. Chapter 44, Section 7(9).

ACTION: So voted by unanimous vote.

### ARTICLE 35: AUTHORIZATION TO BORROW (SCHOOL OIL TANK REPLACEMENTS)

To see if the Town will vote to raise and appropriate the sum of \$260,000 to replace certain oil tanks at school buildings; to be spent under the direction of the School Committee; determine how such sum shall be raised; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$260,000 to replace certain oil tanks at school buildings; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$260,000 for up to twenty years under M.G.L. Chapter 44, Section 7(3A) or 7(9).

ACTION: So voted by unanimous vote.

### ARTICLE 42: AMEND GENERAL BY-LAW, SECTION 2.10 (YOUTH COMMISSION APPOINTEES)

To see if the Town will vote to amend the General By-laws, Section 2.10, Youth Commission as follows:

By striking the word "Senior" in the last two sentences of Section 2.10.1 and substituting therefor the word "Junior", so that as amended the sentences read:

"Two members of the Needham High School Junior Class shall be appointed by the Superintendent of Schools, subject to the approval of the Commission, to act as consultants and advisors to the Commission. Said two Junior Class members shall serve for one year and until their successors are duly appointed and qualified;" or take any other action relative thereto.

MOVED: That the Town amend the General By-laws, Section 2.10, Youth Commission as follows:

By striking the word "Senior" in the last two sentences of Section 2.10.1 and substituting therefor the word "Junior", so that as amended the sentences read:

"Two members of the Needham High School Junior Class shall be appointed by the Superintendent of Schools, subject to the approval of the Commission, to act as consultants and advisors to the Commission. Said two Junior Class members shall serve for one year and until their successors are duly appointed and qualified."

ACTION: So voted by unanimous vote.

### ARTICLE 43: AMEND GENERAL BY-LAW SECTION 2.1.3 (CONTRACT PROCEDURES)

To see if the Town will vote to amend the General By-laws Section 2.1.3 as follows:

By adding to the beginning thereof the following:

"Unless otherwise prohibited by law, the Town and all of its departments are authorized to solicit, award and enter into contracts for periods up to three years, including any renewal, extension or option provision, subject to annual appropriation.";

By deleting the word "is" in the next sentence and inserting therefor the following:

"and all of its departments are"; and

By adding to the end of the Section the following:

or take any other action relative thereto.

MOVED: That the Town amend the General By-laws Section 2.1.3 as follows:

By adding to the beginning thereof the following:

"Unless otherwise prohibited by law, the Town and all of its departments are authorized to solicit, award and enter into contracts for periods up to three years, including any renewal, extension or option provision, subject to annual appropriation.";

By deleting the word "is" in the next sentence and inserting therefor the following:

"and all of its departments are"; and

By adding to the end of the Section the following:

ACTION: So voted by unanimous vote.

### ARTICLE 46: AMEND GENERAL BY-LAW SECTION 2.2.4.2.1 (ASSIGNMENT OF STREET NUMBERS)

To see if the Town will vote to amend the General By-laws, Section 2.2.4.2.1 "Assignment of Street Numbers" by placing a period after the word "obstructed" in the third sentence, deleting the remainder of third sentence, and adding a new fourth sentence as follows:

"Whoever violates the provisions of this subsection 2.2.4.2.1 shall be subject to a fine of not exceeding twenty dollars (\$20.00) for each offense under the non-criminal process authorized by MGL Chapter 40, Section 21D. Each day on which the violation continues shall be considered a separate offense.";

or take any other action relative thereto.

MOVED: That the Town amend the General By-laws, Section 2.2.4.2.1 "Assignment of Street Numbers" by placing a period after the word "obstructed" in the third sentence, deleting the remainder of third sentence, and adding a new fourth sentence as follows:

"Whoever violates the provisions of this subsection 2.2.4.2.1 shall be subject to a fine of not exceeding twenty dollars (\$20.00) for each offense under the non-criminal process authorized by MGL Chapter 40, Section 21D. Each day on which the violation continues shall be considered a separate offense.".

ACTION: So voted unanimously by voice vote.

#### **ARTICLE 48: LIEN FOR SEWER CHARGES**

To see if the Town will vote to accept MGL Chapter 83, Section 16A though 16F and repeal Section 2.2.4.3.3 of the Town of Needham General By-laws; or take any other action relative thereto.

MOVED: That the Town accept MGL Chapter 83, Section 16A though 16F and repeal Section 2.2.4.3.3 of the Town of Needham General By-laws.

ACTION: So voted by unanimous vote.

### ARTICLE 51: CONTINUE SOLID WASTE DISPOSAL STUDY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 45 of the 1991 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 45 of the 1991 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

### ARTICLE 52: CONTINUE FUTURE SCHOOL NEEDS STUDY COMMITTEE

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 47 of the 1991 Annual Town Meeting; direct and authorize said Committee to continue its work - studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 47 of the 1991 Annual Town Meeting; direct and authorize said Committee to continue its work - studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

### ARTICLE 54: CONTINUE SCHOOL DEPARTMENT FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting, to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by Section 17 Article II of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting, to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by Section 17 Article II of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

### ARTICLE 55: CONTINUE CENTRAL PURCHASING STUDY COMMITTEE

To see if the Town will vote to continue the Central Purchasing Study Committee, established by vote of the 1991 Annual Town Meeting under Article 34; direct and authorize said Committee to continue to study the means to coordinate major purchasing by Town departments; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative there to.

MOVED: That the Town continue the Central Purchasing Study Committee, established by vote of the 1991 Annual Town Meeting under Article 34; direct and authorize said Committee to continue to study the means to coordinate major purchasing by Town departments; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

### ARTICLE 56: CONTINUE BUILDINGS AND GROUNDS STUDY COMMITTEE

To see if the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded to the remaining articles in the Warrant.

#### **ARTICLE 6: AMEND SIGN BY-LAW**

To see if the Town will vote to amend the Sign By-law as contained in the General By-laws, at Sub-section 6.5.3.1, by deleting the Sub-section in its entirety and inserting a new Sub-section as follows:

"6.5.3.1 Number: In addition to signs allowed under Sub-section 6.5.1 the following are permitted:

- a) One permanent sign whether permanently attached or freestanding, as further described in Sub-sections 6.5.3.2 and 6.5.3.3 of this article, for each occupant of separate space per street that the premises abut. However, no permit may be granted for more than one freestanding sign per parcel;
- b) One additional sign for each business which has an entrance facing a side or rear parking lot available for use by the public; said sign to be located so as to designate the entrance and to be smaller than the primary sign;"

or take any other action relative thereto.

MOVED: That the Town amend the Sign By-law as contained in the General By-laws, at Sub-section 6.5.3.1, by deleting the Sub-section in its entirety and inserting a new Sub-section as follows:

"6.5.3.1 Number: In addition to signs allowed under Sub-section 6.5.1 the following are permitted:

- a) One permanent sign whether permanently attached or freestanding, as further described in Sub-sections 6.5.3.2 and 6.5.3.3 of this article, for each occupant of separate space per street that the premises abut. However, no permit may be granted for more than one freestanding sign per parcel.
- b) One additional sign for each business which has an entrance facing a side or rear parking lot available for use by the public; said sign to be located so as to designate the entrance and to be smaller than the primary sign\*.

Mr. David W. Kunhardt, Chairman, presented this proposal on behalf of the Design Review Committee. He indicated that this proposal reinstates a section omitted last year in error.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 7: AMEND ZONING BY-LAW - DEFINITION OF SETBACK

To see if the Town will vote to amend the Zoning By-Law, Section 1.3 <u>Definitions</u> under the definition of the word "Setback", by adding new language to the first sentence thereof, so that the entire section shall read as follows (new language underlined):

"Setback - front, side and rear - the minimum horizontal distance from a street line or a lot line, as the case may be, to any part of a building or structure, including overhang but not uncovered steps, fences or awnings. In measuring the required setback from any street line, the applicable minimum front setback requirement shall be used.";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, Section 1.3 <u>Definitions</u> under the definition of the word "Setback", by adding new language to the first sentence thereof, so that the entire section shall read as follows:

"Setback - front, side and rear - the minimum horizontal distance from a street line or a lot line, as the case may be, to any part of a building or structure, including overhang but not uncovered steps, fences or awnings. In measuring the required setback from any street line, the applicable minimum front setback requirement shall be used."

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 8: AMEND ZONING BY-LAW - CHILD CARE

To see if the Town will vote to amend the Zoning By-Law, as follows:

(a) In Section 3.2, Schedule of Use Regulations, by deleting the words "or child care center" from the entry which reads "Private school, nursery, kindergarten or child care center", and by inserting the word "Other" at the beginning of such entry and the word "or" between the words "nursery" and "kindergarten", so that it now reads as follows (new language underlined):

"Other private school, nursery, or kindergarten"

(b) In Section 3.2, <u>Schedule of Use Regulations</u>, by inserting immediately below the row which reads "Public passenger station" a new entry which shall read as follows:

> RRC SRB GR A-1,2 & 3 I B IND IND-1 IND-SRA P

- (c) In Section 3.2.1, <u>Uses in the Chestnut Street and Center Business Districts</u>, by deleting the words "or child care center" from the entry which reads "Private school, nursery, kindergarten or child care center", and by inserting the word "Other" at the beginning of such entry and the word "or" between the words "nursery" and "kindergarten", so that it now reads as follows (new language underlined):
- (d) Section 3.2.1, Uses in the Chestnut Street and Center
  Business Districts, by inserting immediately below the row

which reads "Public passenger station" a new entry which shall read as follows:

CSB CB

"Child care facility Y Y";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, as follows:

(a) In Section 3.2, Schedule of Use Regulations, by deleting the words "or child care center" from the entry which reads "Private school, nursery, kindergarten or child care center", and by inserting the word "Other" at the beginning of such entry and the word "or" between the words "nursery" and "kindergarten", so that it now reads as follows (new language underlined):

"Other private school, nursery, or kindergarten"

(b) In Section 3.2, Schedule of Use Regulations, by inserting immediately below the row which reads "Public passenger station" a new entry which shall read as follows:

RRC SRB GR A-1,2 & 3 I B IND IND-1 IND-SRA P\*

(c) In Section 3.2.1, Uses in the Chestnut Street and Center

Business Districts, by deleting the words "or child
care center" from the entry which reads "Private
school, nursery, kindergarten or child care center",
and by inserting the word "Other" at the beginning of
such entry and the word "or" between the words
"nursery" and "kindergarten", so that it now reads as
follows (new language underlined):

"Other private school, nursery, or kindergarten"

(d) In Section 3.2.1, Uses in the Chestnut Street and Center

Business Districts, by inserting immediately below the
row which reads "Public passenger station" a new
entry which shall read as follows:

CSB CB

"Child care facility Y Y".

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 9: AMEND ZONING BY-LAW - AQUIFER PROTECTION DISTRICT

To see if the Town will vote to amend the Zoning By-Law, as follows:

- (a) In Section 3. Use Regulations, Subsection 3.4. Uses in Aquifer Protection District, by deleting the existing Section 3.4 in its entirety and by substituting in its place a new Section 3.4 Aquifer Protection District to read as follows:
- "3.4 Aquifer Protection District
  - 3.4.1 Purpose of District

The purpose of this Aquifer Protection District is to promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town of Needham; to preserve and protect existing and potential sources of drinking water supplies; to conserve the natural resources of the town; and to prevent temporary and permanent contamination of the environment.

#### 3.4.2 Scope of Authority

The Aquifer Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses which fall within the Aquifer Protection District must comply with the requirements of this district as well as with the underlying zoning. Uses that are prohibited in the underlying zoning districts shall not be permitted in the Aquifer Protection District.

#### 3.4.3 Definitions

For the purposes of this section, the following words and phrases shall have the following meanings:

- (a) Aquifer Geologic formation composed of rock, sand, or gravel that contains significant amounts of potentially recoverable water.
- (b) Aquifer Protection District The zoning district defined to overlay other zoning districts in the Town of Needham delineated on a map entitled, "Zoning Map of the Town of Needham, Massachusetts" as originally dated September 1924 and revised to May 15, 1989, and as revised and amended to date and on file in the Office of the Town Clerk. The aquifer protection district may include specifically designated recharge areas.
- (c) Impervious Surface Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil.
- (d) Mining The removal or relocation of geologic materials such as topsoil, sand, gravel, metallic ores, or bedrock.
- (e) Recharge Areas Areas that collect precipitation or surface water and carry it to aquifers. Recharge areas may include areas designated as Zone I, Zone II, or Zone III.
- (f) Toxic or Hazardous Material Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water of the Town of Needham. Toxic or hazardous materials include, without limitation, synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (MGL) Chapter 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.

- (g) Zone II The area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at safe yield with no recharge from precipitation), as defined in 310 Code of Massachusetts Regulations (CMR) 22.00.
- (h) Zone III The land area beyond the area of Zone II from which surface water and groundwater drain into Zone II, as defined in 310 CMR 22.00.

### 3.4.4 <u>Establishment and Delineation of Aquifer Protection</u> District

For the purposes of this district, there are hereby established within the town certain aquifer protection areas, consisting of aquifers or recharge areas which are delineated on a map entitled, "Zoning Map of the Town of Needham, Massachusetts" as originally dated September 1924 and revised to May 15, 1989, and as revised and amended to date and on file in the Office of the Town Clerk.

#### 3.4.5 District Boundary Disputes

If any land designated as lying within an Aquifer Protection District is proved not to possess the characteristics by which such districts are delineated and which this bylaw seeks to protect, the Special Permit Granting Authority may permit uses of the land otherwise prohibited or requiring a special permit under this section if it finds that such use will not be detrimental to the environment or the health, safety and general welfare of the community. Resolution of such boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority. Any application for a special permit for this purpose shall be accompanied by adequate documentation. The burden of proof shall be upon the owner(s) of the land in question to show where the bounds should properly be located. At the request of the owner(s), the town may engage a professional engineer (civil or sanitary), hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the district with respect to individual parcels of land, and may charge the owner(s) for all or part of the cost of the investigation.

- 3.4.6. <u>Use Regulation</u> In the Aquifer Protection District the following regulations shall apply:
- (a) Permitted Uses. The following uses are permitted within the Aquifer Protection District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:
  - (1) conservation of soil, water, plants, and wildlife;
  - (2) outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted;
  - foot, bicycle and/or horse paths, and bridges;
  - (4) normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
  - (5) maintenance, repair, and enlargement of any existing structure, subject to Section

- 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
- (6) residential development, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
- (7) farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
- (8) necessary public/utilities designed so as to prevent contamination of groundwater. Underground storage tanks related to these activities are not categorically permitted.
- (b) Prohibited Uses. The following uses are prohibited within the Aquifer Protection District:
  - (1) landfills and open dumps as defined in 310 CMR 19.006;
  - (2) storage of liquid petroleum products, except the following:
    - i. normal household use, outdoor maintenance, and heating of a structure;
    - ii. waste oil retention facilities required by statute, rule, or regulation;
    - emergency generators required by statute, rule, or regulation;
    - iv. treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters:

provided that storage, listed in items i. through iv. above, is in free-standing containers within buildings or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity.

- (3) landfilling of sludge or septage as defined in 310 CMR 32.05;
- (4) storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
- (5) individual sewage disposal systems that are designed in accordance with 310 CMR 15.00 to receive more than 110 gallons of sewage per quarter acre under one ownership per day, or 440 gallons of sewage on any one acre under one ownership per day, whichever is greater, except the replacement or repair of an existing system that will not result in an increase in design capacity above the original design;

- (6) storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
- (7) storage of animal manure unless covered or contained;
- (8) earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within 6 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works;
- (9) facilities that generate, treat, store, or dispose of hazardous waste subject to MGL 21C and 310 CMR 30.00, except the following:
  - very small quantity generators as defined under 310 CMR 30.00;
  - ii. household hazardous waste collection centers and events under 310 CMR 30.390;
  - iii. waste oil retention facilities required by MGL C21, s. 52A;
  - iv. water remediation treatment works approved under 314 CMR 5.00;
- (10) automobile graveyards and junkyards, as defined in MGL c. 140B, s.1;
- (11) treatment works that are subject to 314
  CMR 5.00 including privately owned
  aewage treatment facilities, except the
  following:
  - the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works;
  - ii. the replacement of existing subsurface sewage disposal system(s) with wastewater treatment works that will not result in a design capacity greater than the design capacity of the existing system(s);
  - iii. treatment works approved by the Massachusetts Department of Environmental Protection designed for the treatment of contaminated groundwater;
- (12) storage of liquid hazardous materials, as defined in MGL c. 21E, unless in a free

standing container within a building or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity;

- (13) industrial and commercial uses which discharge process wastewater on-site;
- (14) stockpiling and disposal of snow and ice containing deicing chemicals if brought in from outside the district;
- (15) storage of commercial fertilizers and soil conditioners, as defined in MGL c. 128, s. 64, unless such storage is within a structure designated to prevent the generation and escape of contaminated runoff or leachate;
- (16) the use of septic system cleaners which contain toxic or hazardous chemicals.
- (c) Uses and Activities Requiring A Special Permit. The following uses and activities are permitted
  within the Aquifer Protection District only upon the
  issuance of a Special Permit by the Special Permit
  Granting Authority under such conditions as they
  may require:
  - (1) enlargement or alteration of existing uses that do not conform to the Aquifer Protection District;
  - the application of pesticides, including (2) herbicide, insecticides, fungicides, and rodenticides, for non-domestic or non-agricultural uses in accordance with state and federal standards. The special permit shall be granted if such standards are met. If applicable, the applicant should provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00;
  - (3) the application of fertilizers for non-domestic or non-agricultural uses.

    Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrient transport, deposition, and sedimentation;
  - (4) those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use permitted in the underlying zoning (except as prohibited under Section 3.4.6.(b)). Such activities shall require a special permit to prevent contamination of groundwater;
  - (5) the construction of dams or other water control devices, ponds, pools or other changes in waterbodies or courses,

created for swimming, fishing, or other recreational uses, agricultural uses, or drainage improvements. Such activities shall not adversely affect water quality or quantity;

any use that will render impervious more (6) than 15% or 2,500 square feet of any lot. whichever is greater. A system for groundwater recharge must be provided which does not degrade groundwater quality. For non-residential uses, recharge shall be by stormwater infiltration hasins or similar system covered with natural vegetation, and dry wells shall be used only where other methods are not feasible. For all non-residential uses, all such basins and wells shall be preceded by oil, grease, and sediment traps to facilitate removal of contamination. Any and all recharge areas shall be permanently maintained in full working order by the owner.

#### 3.4.7 Procedures For Issuance Of Special Permit

- (a) Special Permit Granting Authority. - The Special Permit Granting Authority under this bylaw shall be the Planning Board. Such special permit shall only be granted if the Special Permit Granting Authority determines, after recommendations from the Board of Health, the Conservation Commission and the Needham Department of Public Works that the intent of this bylaw, as well as its specific criteria, are met. The Special Permit Granting Authority shall not grant a special permit under this section unless the petitioner's application materials include, in the Special Permit Granting Authority's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The Special Permit Granting Authority may impose such conditions, safeguards and limitations as it deems appropriate. The Special Permit Granting Authority shall document the basis for any departures from the recommendations of the other Needham boards or agencies in its decision.
- (b) Review by Other Boards or Agencies. Upon receipt of the special permit application, the Special Permit Granting Authority shall transmit one copy to the Board of Health, the Conservation Commission, and the Needham Department of Public Works for their written recommendation. Failure to respond in writing within 35 days of receipt by the Board shall indicate approval or no desire to comment by said agency. The necessary number of copies of the application shall be furnished by the applicant.
- (c) Special Permit Approval Criteria. The Special Permit Granting Authority may grant the required special permit only upon finding that the proposed use meets the following standards, those specified in Section 3.4.6 of this bylaw, and any regulations or guidelines adopted by the Special Permit Granting Authority. The proposed use must:
  - (1) in no way, during construction or thereafter, adversely affect the existing or potential quality or quantity of water that is available in the Aquifer Protection District, and

- (2) be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.
- (d) Rules and Regulations. The Special Permit
  Granting Authority may adopt, and from time to
  time amend, Rules and Regulations consistent with
  the provisions of this bylaw, the Subdivision
  Regulations and Procedural Rules of the Planning
  Board and Chapter 40A and other provisions of the
  General Laws, and shall file a copy of said Rules
  and Regulations with the Town Clerk.
- (e) Application Contents. In addition to the requirements of Massachusetts General Laws, Chapter 40A, Section 9 and the Rules and Regulations of the Special Permit Granting Authority, the applicant shall file ten copies of a site plan and attachments. The site plan shall be drawn at a proper scale as determined by the Special Permit Granting Authority and shall be stamped by a professional engineer. All additional submittals shall be prepared by qualified professionals. The site plan and its attachments ahall at a minimum include the following information where pertinent:
  - (1) a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use;
  - (2) for those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Fire Chief, Board of Health and Local Emergency Planning Committee. The plan shall include:
    - i. provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures;
    - ii. provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;
    - iii. evidence of compliance with the Regulations of the Massachusetts Hazardous Waste Management Act 310 CMR 30.00, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.
  - (3) proposed down-gradient location(s) for groundwater monitoring well(s), should

the Special Permit Granting Authority deem the activity a potential groundwater threat.

- Technical Assistance. To assist its review of (f) applications for special permits, the Special Permit Granting Authority may engage a professional geologist, hydrologist, soil scientist, or Massachusetts registered professional engineer experienced in groundwater evaluation or hydrogeology to review the application for completeness, accuracy and effectiveness of remediation and shall charge the applicant for the cost of such review. The Special Permit Granting Authority may retain a professional geologist, hydrologist, soil scientist, or Massachusetts registered professional engineer hereunder only for reviewing the applicant's projections of the impact of the proposed activity on the purposes of the district described in Section 3.4.1, verifying information contained in the application, and verifying the inclusion of the subject land within the Aquifer Protection District, whichever is proposed.
- Violations. Written notice of any violations of this (g) Section shall be given by the Building Inspector to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Building Inspector, the Board of Health, Conservation Commission, Needham Department of Public Works, and Water Division. The cost of containment, clean-up, or other action of compliance shall be borne by the owner and/or operator of the premises.

For situations that require remedial action to prevent adverse impact to the water resources within the Aquifer Protection District, the Town of Needham, the Building Inspector, the Board of Health, or any of their agents may order the owner or operator of the premises to remedy the violation. If said owner and/or operator does not comply with said order, the Town of Needham, the Building Inspector, the Board of Health, or any of their agents, if authorized to enter upon such premises under the terms of the special permit or otherwise, may act to remedy the violation. The remediation cost shall be assessed to the owner and/or operator of the premises.

#### 3.4.8 Severability

A determination that any portion or provision of this overlay protection district is invalid shall not invalidate any other portion or provision thereof, nor shall it invalidate any special permit previously issued thereunder."

(b) In Section 7.6 Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by deleting the existing Section 7.6.1 in its entirety and by substituting in its place a new Section 7.6.1 Special Permit Granting Authority to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6 and 7.4 of this

By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Section 3.4.";

or take any other action relative thereto.

(a)

\*3.4

MOVED: That the Town amend the Zoning By-Law, as follows:

In Section 3. <u>Use Regulations</u>, Subsection 3.4. <u>Uses in Aquifer Protection District</u>, by deleting the existing Section 3.4 in its entirety and by substituting in its place a new Section 3.4 <u>Aquifer Protection District</u> to read as follows:

#### Aquifer Protection District

#### 3.4.1 Purpose of District

The purpose of this Aquifer Protection District is to promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town of Needham; to preserve and protect existing and potential sources of drinking water supplies; to conserve the natural resources of the town; and to prevent temporary and permanent contamination of the environment.

#### 3.4.2 Scope of Authority

The Aquifer Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses which fall within the Aquifer Protection District must comply with the requirements of this district as well as with the underlying zoning. Uses that are prohibited in the underlying zoning districts shall not be permitted in the Aquifer Protection District.

#### 3.4.3 Definitions

For the purposes of this section, the following words and phrases shall have the following meanings:

- (a) Aquifer Geologic formation composed of rock, sand, or gravel that contains significant amounts of potentially recoverable water.
- (b) Aquifer Protection District The zoning district defined to overlay other zoning districts in the Town of Needham delineated on a map entitled, "Zoning Map of the Town of Needham, Massachusetts" as originally dated September 1924 and revised to May 15, 1989, and as revised and amended to date and on file in the Office of the Town Clerk. The aquifer protection district may include specifically designated recharge areas.
- (c) Impervious Surface Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil.
- (d) Mining The removal or relocation of geologic materials such as topsoil, sand, gravel, metallic ores, or bedrock.

- (e) Recharge Areas Areas that collect precipitation or surface water and carry it to aquifers. Recharge areas may include areas designated as Zone I, Zone III, or Zone III.
- (f) Toxic or Hazardous Material Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water of the Town of Needham. Toxic or hazardous materials include, without limitation, synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (MGL) Chapter 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.
- (g) Zone II The area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at safe yield with no recharge from precipitation), as defined in 310 Code of Massachusetts Regulations (CMR) 22.00.
- (h) Zone III The land area beyond the area of Zone II from which surface water and groundwater drain into Zone II, as defined in 310 CMR 22.00.

### 3.4.4 <u>Establishment and Delineation of Aquifer Protection</u> <u>District</u>

For the purposes of this district, there are hereby established within the town certain aquifer protection areas, consisting of aquifers or recharge areas which are delineated on a map entitled, "Zoning Map of the Town of Needham, Massachusetts" as originally dated September 1924 and revised to May 15, 1989, and as revised and amended to date and on file in the Office of the Town Clerk.

#### 3.4.5 District Boundary Disputes

If any land designated as lying within an Aquifer Protection District is proved not to possess the characteristics by which such districts are delineated and which this bylaw seeks to protect, the Special Permit Granting Authority may permit uses of the land otherwise prohibited or requiring a special permit under this section if it finds that such use will not be detrimental to the environment or the health, safety and general welfare of the community. Resolution of such boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority. Any application for a special permit for this purpose shall be accompanied by adequate documentation. The burden of proof shall be upon the owner(s) of the land in question to show where the bounds should properly be located. At the request of the owner(s), the town may engage a professional engineer (civil or sanitary), hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the district with respect to individual parcels of land, and may charge the owner(s) for all or part of the cost of the investigation.

- 3.4.6. <u>Use Regulation</u> In the Aquifer Protection District the following regulations shall apply:
- (a) Permitted Uses. The following uses are permitted within the Aquifer Protection District, provided that

all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:

- conservation of soil, water, plants, and wildlife;
- (2) outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted;
- foot, bicycle and/or horse paths, and bridges;
- (4) normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
- (5) maintenance, repair, and enlargement of any existing structure, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
- (6) residential development, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses):
- (7) farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section 3.4.6.(b) (prohibited uses) and Section 3.4.6.(c) (special permitted uses);
- (8) necessary public/utilities designed so as to prevent contamination of groundwater. Underground storage tanks related to these activities are not categorically permitted.
- (b) Prohibited Uses. The following uses are prohibited within the Aquifer Protection District:
  - (1) landfills and open dumps as defined in 310 CMR 19.006;
  - (2) storage of liquid petroleum products, except the following:
    - normal household use, outdoor maintenance, and heating of a structure;
    - waste oil retention facilities required by statute, rule, or regulation;
    - iii. emergency generators required by statute, rule, or regulation;
      - iv. treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters;

provided that storage, listed in items i. through iv. above, is in free-standing containers within buildings or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity.

- (3) landfilling of sludge or septage as defined in 310 CMR 32.05;
- (4) storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
- (5) individual sewage disposal systems that are designed in accordance with 310 CMR 15.00 to receive more than 110 gallons of sewage per quarter acre under one ownership per day, or 440 gallons of sewage on any one acre under one ownership per day, whichever is greater, except the replacement or repair of an existing system that will not result in an increase in design capacity above the original design;
- (6) storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
- storage of animal manure unless covered or contained;
- (8) earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within 6 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works;
- (9) facilities that generate, treat, store, or dispose of hazardous waste subject to MGL 21C and 310 CMR 30.00, except the following:
  - very small quantity generators as defined under 310 CMR 30.00;
  - household hazardous waste collection centers and events under 310 CMR 30.390;
  - iii. waste oil retention facilities required by MGL C21, s. 52A;
  - iv. water remediation treatment works approved under 314 CMR 5.00:
- (10) automobile graveyards and junkyards, as defined in MGL c. 140B, s.1;
- (11) treatment works that are subject to 314
  CMR 5.00 including privately owned
  sewage treatment facilities, except the
  following:
  - i. the replacement or repair of an existing treatment works that will not result in a design

- capacity greater than the design capacity of the existing treatment works:
- ii. the replacement of existing subsurface sewage disposal system(s) with wastewater treatment works that will not result in a design capacity greater than the design capacity of the existing system(s):
- ii. treatment works approved by the Massachusetts Department of Environmental Protection designed for the treatment of contaminated groundwater:
- (12) storage of liquid hazardous materials, as defined in MGL c. 21E, unless in a free standing container within a building or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity;
- (13) industrial and commercial uses which discharge process wastewater on-site;
- (14) stockpiling and disposal of snow and ice containing deicing chemicals if brought in from outside the district:
- (15) storage of commercial fertilizers and soil conditioners, as defined in MGL c. 128, s. 64, unless such storage is within a structure designated to prevent the generation and escape of contaminated runoff or leachate;
- (16) the use of septic system cleaners which contain toxic or hazardous chemicals.

(c)

- Uses and Activities Requiring A Special Permit. The following uses and activities are permitted
  within the Aquifer Protection District only upon the
  issuance of a Special Permit by the Special Permit
  Granting Authority under such conditions as they
  may require:
- enlargement or alteration of existing uses that do not conform to the Aquifer Protection District;
- the application of pesticides, including herbicide, insecticides, fungicides, and rodenticides, for non-domestic or non-agricultural uses in accordance with state and federal standards. The special permit shall be granted if such standards are met. If applicable, the applicant should provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00;

- (3) the application of fertilizers for non-domestic or non-agricultural uses.

  Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrient transport, deposition, and sedimentation;
- (4) those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use permitted in the underlying zoning (except as prohibited under Section 3.4.6.(b)). Such activities shall require a special permit to prevent contamination of groundwater;
- (5) the construction of dams or other water control devices, ponds, pools or other changes in waterbodies or courses, created for swimming, fishing, or other recreational uses, agricultural uses, or drainage improvements. Such activities shall not adversely affect water quality or quantity;
- (6) any use that will render impervious more than 15% or 2,500 square feet of any lot, whichever is greater. A system for groundwater recharge must be provided which does not degrade groundwater quality. For non-residential uses, recharge shall be by stormwater infiltration basins or similar system covered with natural vegetation, and dry wells shall be used only where other methods are not feasible. For all non-residential uses, all such basins and wells shall be preceded by oil, grease, and sediment traps to facilitate removal of contamination. Any and all recharge areas shall be permanently maintained in full working order by the owner.

#### 3.4.7 Procedures For Issuance Of Special Permit

- (a) Special Permit Granting Authority. - The Special Permit Granting Authority under this bylaw shall be the Planning Board. Such special permit shall only be granted if the Special Permit Granting Authority determines, after recommendations from the Board of Health, the Conservation Commission and the Needham Department of Public Works that the intent of this bylaw, as well as its specific criteria, are met. The Special Permit Granting Authority shall not grant a special permit under this section unless the petitioner's application materials include, in the Special Permit Granting Authority's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The Special Permit Granting Authority may impose such conditions, safeguards and limitations as it deems appropriate. The Special Permit Granting Authority shall document the basis for any departures from the recommendations of the other Needham boards or agencies in its decision.
- (b) Review by Other Boards or Agencies. Upon receipt of the special permit application, the Special Permit Granting Authority shall transmit one copy to the Board of Health, the Conservation Commission, and the Needham Department of Public Works for their

written recommendation. Failure to respond in writing within 35 days of receipt by the Board shall indicate approval or no desire to comment by said agency. The necessary number of copies of the application shall be furnished by the applicant.

- (c) Special Permit Approval Criteria. The Special Permit Granting Authority may grant the required special permit only upon finding that the proposed use meets the following standards, those specified in Section 3.4.6 of this bylaw, and any regulations or guidelines adopted by the Special Permit Granting Authority. The proposed use must:
  - (1) in no way, during construction or thereafter, adversely affect the existing or potential quality or quantity of water that is available in the Aquifer Protection District, and
  - (2) be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.
- (d) Rules and Regulations. The Special Permit
  Granting Authority may adopt, and from time to
  time amend, Rules and Regulations consistent with
  the provisions of this bylaw, the Subdivision
  Regulations and Procedural Rules of the Planning
  Board and Chapter 40A and other provisions of the
  General Laws, and shall file a copy of said Rules
  and Regulations with the Town Clerk.
- (e) Application Contents. In addition to the requirements of Massachusetts General Laws, Chapter 40A, Section 9 and the Rules and Regulations of the Special Permit Granting Authority, the applicant shall file ten copies of a site plan and attachments. The site plan shall be drawn at a proper scale as determined by the Special Permit Granting Authority and shall be stamped by a professional engineer. All additional submittals shall be prepared by qualified professionals. The site plan and its attachments shall at a minimum include the following information where pertinent:
  - (1) a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use;
  - (2) for those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Fire Chief, Board of Health and Local Emergency Planning Committee. The plan shall include:
    - i. provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism,

including spill containment and clean-up procedures;

- ii. provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;
- iii. evidence of compliance with the Regulations of the Massachusetts Hazardous Waste Management Act 310 CMR 30.00, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.
- (3) proposed down-gradient location(s) for groundwater monitoring well(s), should the Special Permit Granting Authority deem the activity a potential groundwater threat.
- Technical Assistance. To assist its review of (f) applications for special permits, the Special Permit Granting Authority may engage a professional geologist, hydrologist, soil scientist, or Massachusetts registered professional engineer experienced in groundwater evaluation or hydrogeology to review the application for completeness, accuracy and effectiveness of remediation and shall charge the applicant for the cost of such review. The Special Permit Granting Authority may retain a professional geologist, hydrologist, soil scientist, or Massachusetts registered professional engineer hereunder only for reviewing the applicant's projections of the impact of the proposed activity on the purposes of the district described in Section 3.4.1, verifying information contained in the application, and verifying the inclusion of the subject land within the Aquifer Protection District, whichever is proposed.
- Violations. Written notice of any violations of this (g) Section shall be given by the Building Inspector to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Building Inspector, the Board of Health, Conservation Commission, Needham Department of Public Works, and Water Division. The cost of containment, clean-up, or other action of compliance shall be borne by the owner and/or operator of the premises.

For situations that require remedial action to prevent adverse impact to the water resources within the Aquifer Protection District, the Town of Needham, the Building Inspector, the Board of Health, or any of their agents may order the owner or operator of the premises to remedy the violation. If said owner and/or operator does not comply with said order, the Town of Needham, the Building Inspector, the Board of Health, or any of their agents, if authorized to enter upon such premises under the terms of the special permit or otherwise, may act to remedy the

violation. The remediation cost shall be assessed to the owner and/or operator of the premises.

#### 3.4.8 Severability

(b)

A determination that any portion or provision of this overlay protection district is invalid shall not invalidate any other portion or provision thereof, nor shall it invalidate any special permit previously issued thereunder."

In Section 7.6 Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by deleting the existing Section 7.6.1 in its entirety and by substituting in its place a new Section 7.6.1 Special Permit Granting Authority to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6 and 7.4 of this By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Section 3.4."

In response to an inquiry from Mr. Gerald R. Browne, Mr. Stanley R. Tippett, Planning Board member, addressed this proposal. He explained that the Aquifer Protection District is located in the southwest corner of the Town of Needham and that other surrounding towns also have adopted an Aquifer Protection District.

ACTION: The main motion was presented and carried unanimously by voice.

Articles 10, 11, and 12 were previously withdrawn earlier this evening.

### ARTICLE 13: AMEND ZONING BY-LAW - 34 CENTRAL AVENUE (CITIZENS' PETITION)

To see if the Town Meeting will vote to change the present zoning of that specific parcel of land, with the buildings thereon, a parcel of land known and located at 34 Central Avenue, which parcel is presently located in two zones, namely Residential running 100 feet from Central Avenue, and Industrial for the remainder of that parcel, to Business, and the remaining portion of that parcel of land, with the buildings thereon, known and located at 34 Central Avenue, is bounded and described as follows:

NORTHWESTERLY: By Central Avenue, forty (40) feet and two (2) inches;

SOUTHWESTERLY: By land now or formerly of Vara, in two lines, measuring a total of four hundred ten (410) feet to the Charles River;

SOUTHEASTERLY: By the Charles River, forty (40) feet and Two (2) inches;

Northwesterly by land now or formerly of James A. Turbayne, said parcel in total comprises approximately a third of an acre of land, and the portion of said premises, under which this Petition is included for rezoning comprises approximately 4,000 square feet of land, with the buildings thereon.

Within total parcel of land is subject to easements and restrictions of record if any there be. Said total parcel of land is shown as Lot 12 on Assessors Plan 80, and said premises acquired by Angelina Pellegrini, by deed, dated, January 17, 1945, and said deed being recorded in said Norfolk Registry of Deeds in Book 2524, Page 450.;

or take any other action relative thereto.

MOVED: That the Town change the present zoning of that specific parcel of land, with the buildings thereon, a parcel of land known and located at 34 Central Avenue, which parcel is presently located in two zones, namely Residential running 100 feet from Central Avenue, and Industrial for the remainder of that parcel, to Business, and the remaining portion of that parcel of land, with the buildings thereon, known and located at 34 Central Avenue, is bounded and described as follows:

NORTHWESTERLY: By Central Avenue, forty (40) feet and two (2) inches;

SOUTHWESTERLY: By land now or formerly of Vara, in two lines, measuring a total of four hundred ten (410) feet to the Charles River;

SOUTHEASTERLY: By the Charles River, forty (40) feet and Two (2) inches;

Northwesterly by land now or formerly of James A. Turbayne, said parcel in total comprises approximately a third of an acre of land, and the portion of said premises, under which this Petition is included for rezoning comprises approximately 4,000 square feet of land, with the buildings thereon.

Within total parcel of land is subject to easements and restrictions of record if any there be. Said total parcel of land is shown as Lot 12 on Assessors Plan 80, and said premises acquired by Angelina Pellegrini, by deed, dated, January 17, 1945, and said deed being recorded in said Norfolk Registry of Deeds in Book 2524, Page 450.

Mrs. Ann Marie Teachout requested permission to allow Mr. John J. Donoghue, petitioner, to address this proposal. The Moderator noted that a resident is permitted to address Town Meeting.

Mr. John J. Donoghue, attorney for the estate of Angelina Pellegrini, addressed this proposal requesting a zoning change for 34 Central Avenue in order to sell the parcel to a plumber who would renovate the building, use the first floor for his business and the second floor for a residence.

Mr. Paul Killeen, Chairman, Planning Board, spoke in opposition of this proposal at this time since the Planning Board's Task Force is currently working on this and other small areas in the town with a view toward making businesses in residential areas more restrictive rather than less restrictive. Also speaking in opposition to this proposal the following Town Meeting Members: Blanche D. Randall and Elsie Robinson

Mr. Donoghue explained that he is aware that the Planning Board would like more time on this property, but that he cannot under probate wait any longer.

After a brief discussion, Mr. Eric W. Fleming moved the previous question and it was so voted.

The following Town Meeting Members were sworn in as tellers by the Moderator: Susan W. Abbott, F. Timothy Hegarty, Jr., Richard S. Creem, LeRoy J. Nutile, Jane A. Howard, and Foster S. Crook.

ACTION: The main motion was presented, but it failed to pass by a count of hands. The hand count was Yes 42 - No 182.

T-9

T-15

T-10

T-10

S-11

T-14

S-9

S-9 Schedule C

T-13

S-15

FA-2

T-10

T-13

T-13

S-13 S-13

S-10

T-10

T-9

T-9

M-1

T-8

T-7

T-6

T-9

F-4

F-4

M-3

M-4 M-2

M-2

M-2

M-5

M-1

M-2

S-1

M-2

M-2

S-9

W-6

W-6

F-3 M-5

F-1

F-2

M-1

W-4 S-14

W-4

M-2

S-14

S-14

T-5 Schedule C

W-1

S-6

S-7

Schedule C

Schedule C

Schedule C

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Schedule C

Schedule C

Sally B. Davis, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 8:00 P.M. is either adjourned or dissolved. It was so voted unanimously.

• • • • •

#### SPECIAL TOWN MEETING

#### May 4, 1992

Pursuant to a warrant issued by the Selectmen on April 14, 1992, this meeting was called for May 4, 1992, at 8:00 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parlimentary rules as outlined for the Annual Town Meeting were adopted.

### ARTICLE 1: CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 4, 1992.

Except as otherwise required by State Law, the classes of positions in paid appointive service by the Town, other than those in the service of the School Department and Glover Memorial Hospital, and the standard rates of compensation thereof, effective July 1, 1991, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

MOVED: That the Town amend the Classification and Standard Rates of Compensation schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule as follows:

## FISCAL YEAR 1992 SCHEDULE A Effective December 29, 1991

Alphabetical listing of Full-time, Part-time (PT) and Seasonal (S) position classifications with compensation grades and schedules:

#### CLASS TITLE

**GRADE/SCHEDULE** 

Activity Instructor (PT)
Administrative Assessor

Schedule C M-2

Library Assistant 2

Library Assistant 2 (PT)

Administrative Assistant Administrative Assistant, Fire Dept. Administrative Coordinator **Administrative Specialist** Animal Control Officer Animal Inspector (PT) Assistant Administrative Assessor Assistant Cataloger Assistant Children's Librarian Assistant, Council On Aging (PT) Assistant Director, Park and Recreation Assistant Director of Public Library Assistant Superintendent, Fire Alarm Assistant Town Clerk Associate Director, Council On Aging Building Inspector, Substitute (PT) Canvasser (PT) Caseworker Cataloger Children's Librarian Circulation Supervisor Clerk, Council On Aging(PT) Code Enforcement Officer (PT) Committee Secretary, Bd. of Appeals(PT) Computer Operator Computer Operator/Data Entry Conservation Officer (PT) Control Clerk Council On Aging, Executive Director Department Assistant 3 Department Assistant 2 Department Assistant 1 Department Specialist Deputy Fire Chief [10] Deputy Fire Chief, Operations Director, Management Information Services Director of Civil Defense Director of Finance Director of Parks & Recreation Director of Public Health Director of Public Library Director of Public Works [8] Director of Veteran's Services (PT) Director of Youth Services Division Superintendent, Highway [1] Division Superintendent, Parks [1] Division Superintendent, Sewer [1] Division Superintendent, Water [1] Draftsman Equipment Mechanic Equipment Welder Finance Committee, Executive Secretary (PT) Fire Captain [10] Fire Chief Firefighter [5] [10] [13] Fire Lieutenant [10] Garage and Equipment Supervisor Garage Mechanic General Foreman Heavy Motor Equipment Operator Inspector of Buildings Inspector of Plumbing Inspector of Wires Junior Building Custodian [6] Junior Building Custodian (PT) Laborer Library Assistant 1 Library Assistant 1 (PT)

Library Page (PT)	Schedule C		SCHEDULE A FOOTNOTES
Lineman	FA-1		
Maintenance Man	W-3		Additional Compensation for Specific Assignments
Maintenance Worker/Custodian, Police Master Mechanic	S-10		
Meter Repairman	W-8	(1)	Additional \$100.00 per month when assigned to and
Minibus Coordinator	W-4 Schedule C		performing
Motor Equipment Operator	W-2	m)	the duties of Assistant Director of Public Works.
Nutritionist	T-14	(2)	Additional \$100.00 per month when assigned to and performing
Outreach Worker, Council on Aging	T-12		the duties of Office Manager as designated by the Director of Public Works.
Parking Enforcement Attendant	S-6	(3)	Additional \$1,200.00 per year when assigned to and performing
Parking Enforcement Attendant (PT)	Schedule C	(-)	the duties of Detective as designated by the Police Chief.
Patrolman [3] [6] [7] [9] [10] [14]	P-2	(4)	Additional \$40.00 per month when assigned to and performing
Personnel Director	M-2		the duties of Patrol Supervisor as designated by the Police Chief.
Planning Director	M-2	(5)	Additional \$100.00 per month when assigned to and performing
Plumbing and Gas Inspector Substitute (PT) Police Chief	Schedule C		the duties of Equipment Mechanic as designated by the Fire
Police Lieutenant [6] [10] [11]	M-5	(6)	Chief.
Police Matron (PT)	P-4 Schedule C	(6)	Additional 6% of base salary when assigned permanently to the
Police Sergeant [3] [4] [6] [7] [9] [10]	P-3		night shifts as designated by the Police Chief, or approval by the Personnel Board.
Program Coordinator, Council on Aging (PT)	Schedule C	(7)	
Programmer/Computer Operator	T-11	(1)	Additional \$50.00 per month when assigned to and performing the duties of a Specialist - Youth Officer as designated by the
Public Health Nurse	T-14		Police Chief.
Public Health Nurse (PT)	T-14	(8)	Said Director shall be the Superintendent of Public Works within
Public Works Craftsman	W-4	, ,	the meaning of Section 20 to 30, inclusive of the Needham
Public Works Dispatcher	W-4		Special Home Rule Charter Act (Acts of 1971, c. 403), and shall
Public Works Inspector	S-13		be appointed in the manner and shall exercise the powers and
Public Works Specialist Pumping Station Operator	W-5	40.	duties of such Superintendent, specified in said act.
Recording Secretary	W-4	(9)	Additional \$1,200.00 per year when assigned to and performing
Recreation Specialist 1	Schedule C Schedule C		the duties of Principal Prosecuting Officer as designated by the
Recreation Specialist 2	Schedule C	(10)	Police Chief.
Recreation Specialist 3	Schedule C	(10)	The following additional amounts when certified and acting as Emergency Medical Technician: Patrolman, Police Sergeant
Recreation Specialist 4	Schedule C		.0335 of base rate per year. Firefighter, Fire Lieutenant, Fire
Recreation Specialist 5	Schedule C		Captain, Deputy Fire Chief035 of base rate per year.
Reference Librarian	S-12	(11)	Additional \$2,200.00 per year when assigned to and performing
Reference Librarian (PT)	Schedule C		the duties of Executive Officer as designated by the Police Chief.
Reference Supervisor	S-14	(12)	Additional \$100.00 per month when assigned to and performing
Registrar of Voters (PT) Sanitarian	Schedule C		the duties of Assistant Town Engineer as designated by Director
Sanitarian Substitute (PT)	T-15	(12)	of Public Works.
Scaler of Weights & Measurers (PT)	Schedule C Schedule C	(13)	Additional \$100.00 per month when assigned to and performing
Seasonal Packer/Drivers (PT)	Schedule C	(14)	the duties of Fire Inspector as designated by the Fire Chief.
Senior Administrative Coordinator	T-11	(14)	Additional \$50.00 per month when assigned to and performing the duties of Safety Officer as designated by the Police Chief.
Senior Building Custodian	T-10	(15)	Additional \$75.00 per month when assigned to and performing
Senior Building Custodian, Library	S-10	()	the duties of Deputy Tree Warden.
Senior Draftsman [2] [12]	S-12	(16)	Additional \$600.00 per year when assigned to and performing
Senior Engineer [2] [12]	S-14		the duties of Workman's Compensation Agent.
Senior Systems Analyst	T-16	(17)	Additional \$1,500.00 per year when assigned to and performing
Shovel Operator Student Deatherman and Rodman (PT)	W-6		the duties of Assistant Parking Clerk.
Student Draftsman and Rodman (PT) Survey Party Chief	Schedule C		
Systems Analyst	S-13 T-13		
Temporary Laborer (PT)	Schedule C		
Temporary Janitor (PT)	Schedule C		
Town Comptroller	M-2		
Town Counsel (PT)	Schedule C		
Town Engineer [1]	M-3		
Town Treasurer and Tax Collector	M-2		
Traffic Supervisor (PT)	Schedule C		
Tree Climber	W-4		
Water Meter Reader	W-3		
Wiring Inspector Substitute (PT) Working Foreman [15]	Schedule C		
Young Adult Librarian	W-6 S-12		
Youth Services Counselor	T-12		
The street constitution	1-12		

		10 to	<b>*</b> 11 010 <b>*</b> 1
		Minibus Coordinator (PT) (per annum)	\$11,912.51
SCHEDULE C		Parking Enforcement Attendent (PT)	\$7.50
Rates for Part-time and Seasonal Positions		#Plumbing & Gas Inspector Substitute (PT)	
(rates are hourly unless specifically noted)	,	(per diem)	\$41.00
Effective December 29, 1991		(per inspection)	\$12.00
		Police Matron (PT)	\$11.88
TITLE	RATE	(or minimum)	\$30.00
#Activity Instructor		Program Coordinator (PT)	\$11.58
(rates are per session)		Recording Secretary, Board of Selectmen	\$11.16
Group A	\$4.00	Recreation Specialist 1	\$5.50
Group B	\$5.00	Recreation Specialist 2	\$6.25
Group C	\$7.00	Recreation Specialist 3	\$6.75
Group D	\$8.00	Recreation Specialist 4	\$7.50
Group E	\$10.00	Recreation Specialist 5	\$9.26
Group F	\$12.00	Reference Librarian (PT)	\$11.01
Group G	\$15.00	#Registrar of Voters (PT) (per annum)	\$545.00
Group H	\$18.00	#Sanitarian Substitute (PT) (per diem)	\$27.00
Group I	\$21.00	Sealer of Weights and Measures (PT) (per annum)	\$7,287.53
Group J	\$25.00	Seasonal Packer/Driver (PT)	\$7.88
Animal Inspector (PT) (per annum)	\$3,161.97	Student Draftsman and Rodman (PT)	
Assistant, Council on Aging	\$8.99	(first year)	\$8.37
#Building Inspector Substitute (PT)	40.00	(second year)	\$8.74
(per diem)	\$41.00	(third year)	\$9.05
(per inspection)	\$12.00	(fourth year)	\$9.40
Canvasser (PT)	\$5.51	(fifth year)	\$9.72
Clerk, Council on Aging (PT)	\$8.99	Temporary Janitor (PT)	\$5.25
Code Enforcement Officer (PT)	\$12.84	Temporary Laborer	40.20
Committee Secretary, Board of Appeals (PT)	\$11.00	(first year)	\$5.57
	\$12.84	(second year)	\$5.97
Conservation Officer (PT)	\$3,000.00	(third year)	\$6.37
#Director of Civil Defense (per annum)	\$26,046.57	(fourth year)	\$6.77
Director of Veterans Services (PT)(per annum)	\$20,040.37		\$7.25
Finance Committee Executive Secretary (PT)	£11.012.51	(fifth year)	\$43,205.87
(per annum)	\$11,912.51	Town Counsel (PT) (per annum)	
Junior Building Custodian (PT)	\$8.25	Traffic Supervisor	\$11.88
Library Assistant 1 (PT)	\$6.77	#Wiring Inspector Substitute (PT)	641.00
Library Assistant 2 (PT)	\$7.64	(per diem)	\$41.00
Library Page	****	(per inspection)	\$12.00
First Year	\$4.86		
Second Year	\$5.16	# Titles not included in general wage increases.	

# SCHEDULE B1 GENERAL SALARY SCHEDULE Effective December 29, 1991

\$43,562. \$39,279. \$36,689. \$34,273. \$31,743. \$29,386.	\$45,129. \$40,695. \$38,010. \$35,508. \$32,884. \$30,444.	\$46,753. \$42,159. \$39,378. \$36,786. \$34,067.	\$48,437. \$43,678. \$40,795. \$38,111. \$35,295.	\$50,181. \$45,248. \$42,264. \$39,482. \$36,564.	\$51,988. \$46,877. \$43,785. \$40,905. \$37,881.	\$53,860. \$48,567. \$45,361. \$42,376. \$39,245.
\$36,689. \$34,273. \$31,743. \$29,386.	\$38,010. \$35,508. \$32,884.	\$39,378. \$36,786. \$34,067.	\$40,795. \$38,111.	\$42,264. \$39,482.	\$43,785. \$40,905.	\$45,361. \$42,376.
\$34,273. \$31,743. \$29,386.	\$35,508. \$32,884.	\$36,786. \$34,067.	\$38,111.	\$39,482.	\$40,905.	\$42,376.
\$31,743. \$29,386.	\$32,884.	\$34,067.				
\$29,386.			\$35,295.	\$36,564.	\$37.881.	\$30.245
	\$30,444.	621 520				ゆり ファルマン・
\$27.207		331,339.	<b>\$</b> 32,675.	\$33,852.	\$35,071.	\$36,333.
341.401.	\$28,185.	\$29,201.	\$30,253.	\$31,341.	\$32,470.	\$33,640.
		\$27,052.	\$28,027.	\$29,035.	\$30,079.	\$31,163.
			\$25,931.	\$26,863.	\$27,831.	\$28,833.
\$22,169.		\$23,794.	\$24,651.	\$25,538.	\$26,457.	\$27,408.
\$20,573.		\$22,080.	\$22,875.	\$23,700.	\$24,551.	\$25,436.
\$18,978.		\$20,368.	\$21,100.	\$21,859.	\$22,647.	\$23,462.
\$17.617.	\$18,251.	\$18,909.	\$19,589.	\$20,294.	\$21,025.	\$21,781.
\$16,612.	\$17,208.	\$17,829.	\$18,472.	\$19,136.	\$19,825.	\$20,538.
\$15,665.	\$16,230.	\$16,815.	\$17,420.	\$18,045.	\$18,696.	\$19,369.
\$14,779.	\$15,311.	\$15,862.	\$16,434.	\$17,025.	\$17,639.	\$18,273.
\$13,952.	\$14,454.	\$14,974.	\$15,514.	\$16,071.	\$16,650.	\$17,249.
\$13,006.	\$13,474.	\$13,959.	\$14,462.	\$14,981.	\$15,520.	\$16,080.
\$12,414.	\$12,861.	\$13,325.	\$13,804.	\$14,301.	\$14,816.	\$15,349.
	\$20,573. \$18,978. \$17,617. \$16,612. \$15,665. \$14,779. \$13,952. \$13,006.	\$27,207. \$28,185. \$25,205. \$26,112. \$23,321. \$24,161. \$22,169. \$22,968. \$20,573. \$21,314. \$18,978. \$19,660. \$17,617. \$18,251. \$16,612. \$17,208. \$15,665. \$16,230. \$14,779. \$15,311. \$13,952. \$14,454. \$13,006. \$13,474.	\$27,207. \$28,185. \$29,201. \$25,205. \$26,112. \$27,052. \$23,321. \$24,161. \$25,030. \$22,169. \$22,968. \$23,794. \$20,573. \$21,314. \$22,080. \$18,978. \$19,660. \$20,368. \$17,617. \$18,251. \$18,909. \$16,612. \$17,208. \$17,829. \$15,665. \$16,230. \$16,815. \$14,779. \$15,311. \$15,862. \$13,952. \$14,454. \$14,974. \$13,006. \$13,474. \$13,959.	\$27,207. \$28,185. \$29,201. \$30,253. \$25,205. \$26,112. \$27,052. \$28,027. \$23,321. \$24,161. \$25,030. \$25,931. \$22,169. \$22,968. \$23,794. \$24,651. \$20,573. \$21,314. \$22,080. \$22,875. \$18,978. \$19,660. \$20,368. \$21,100. \$17,617. \$18,251. \$18,909. \$19,589. \$16,612. \$17,208. \$17,829. \$18,472. \$15,665. \$16,230. \$16,815. \$17,420. \$14,779. \$15,311. \$15,862. \$16,434. \$13,952. \$14,454. \$14,974. \$15,514. \$13,006. \$13,474. \$13,959. \$14,462.	\$27,207. \$28,185. \$29,201. \$30,253. \$31,341. \$25,205. \$26,112. \$27,052. \$28,027. \$29,035. \$23,321. \$24,161. \$25,030. \$25,931. \$26,863. \$22,169. \$22,968. \$23,794. \$24,651. \$25,538. \$20,573. \$21,314. \$22,080. \$22,875. \$23,700. \$18,978. \$19,660. \$20,368. \$21,100. \$21,859. \$17,617. \$18,251. \$18,909. \$19,589. \$20,294. \$16,612. \$17,208. \$17,829. \$18,472. \$19,136. \$15,665. \$16,230. \$16,815. \$17,420. \$18,045. \$14,779. \$15,311. \$15,862. \$16,434. \$17,025. \$13,952. \$14,454. \$14,974. \$15,514. \$16,071. \$13,006. \$13,474. \$13,959. \$14,462. \$14,981.	\$27,207. \$28,185. \$29,201. \$30,253. \$31,341. \$32,470. \$25,205. \$26,112. \$27,052. \$28,027. \$29,035. \$30,079. \$23,321. \$24,161. \$25,030. \$25,931. \$26,863. \$27,831. \$22,169. \$22,968. \$23,794. \$24,651. \$25,538. \$26,457. \$20,573. \$21,314. \$22,080. \$22,875. \$23,700. \$24,551. \$18,978. \$19,660. \$20,368. \$21,100. \$21,859. \$22,647. \$17,617. \$18,251. \$18,909. \$19,589. \$20,294. \$21,025. \$16,612. \$17,208. \$17,829. \$18,472. \$19,136. \$19,825. \$15,665. \$16,230. \$16,815. \$17,420. \$18,045. \$18,696. \$14,779. \$15,311. \$15,862. \$16,434. \$17,025. \$17,639. \$13,952. \$14,454. \$14,974. \$15,514. \$16,071. \$16,650. \$13,006. \$13,474. \$13,959. \$14,462. \$14,981. \$15,520.

		GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	MAXIMUM
•	SCHEDULE B-2	P-4	\$39,020.	\$40,427.	\$41,924.	\$43,182.	
	POLICE	P-3	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	4.0,.2	\$32,411.	\$33,579.	\$34,822.
	7/1/90	P-2		\$26,034.	\$27,009.	\$27,983.	\$29,019.
	P-1		<b>42</b> 2,00	\$26,034.	\$27,009.	\$27,983.	
*	SCHEDULE B-3	F-4		<b>\$</b> 37,731.	\$38,990.	\$40.220	£41 407
	FIRE	F-3		\$57,751.	\$30,990.	\$40,239. \$35,174.	\$41,497. \$26,272
	12/30/90	F-2		\$30,343.	\$31,355.	\$32,360.	\$36,273. \$33,371.
	22100170	F-1	\$25,506.	\$26,385.	\$27,266.	\$28,139.	\$29,019.
					427,200.	420,139.	
•	SCHEDULE B-4	FA-2	\$30,932.	\$32,012.	\$33,261.	<b>\$</b> 34,511.	<b>\$</b> 35,775.
	FIRE ALARM	FA-1	\$26,824.	\$27,718.	\$28,783.	\$29,846.	\$30,932.
	12/30/90				·		, , , , , , ,
	SCHEDULE B-5	W-8	\$12.18	\$12.65	\$13.10	\$13.60	\$14.12
	PUBLIC WORKS	W-7	\$11.80	\$12.18	\$12.65	\$13.10	\$13.60
12/30/90	12/30/90	W-6	\$11.32	\$11.80	\$12.18	\$12.65	\$13.10
		W-5	\$10.90	\$11.32	\$11.80	\$12.18	\$12.65
		W-4	\$10.49	\$10.90	\$11.32	\$11.80	\$12.18
		W-3	\$10.12	\$10.49	\$10.90	\$11.32	\$11.80
		W-2	\$ 9.79	\$10.12	\$10.49	\$10.90	\$11.32
		W-1	\$ 9.46	\$ 9.79	\$10.12	\$10.49	\$10.90

<sup>\*</sup> Collective bargaining unit salaries are listed for informational purposes only.

#### SCHEDULE M - MANAGEMENT SALARY SCHEDULE Effective 12/29/91

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	<b>MAXIMUM</b> \$69,925.
M-5	\$58,592.	\$60,702.	\$62,887.	\$65,151.	\$67,495.	
M-4	\$51,639.	\$53,499.	\$55,425.	\$57,419.	\$59,487.	\$61,629.
M-3	\$45,129.	\$46,753.	\$48,437.	\$50,181.	\$51,988.	\$53,860.
M-2	\$40,695.	\$42,159.	\$43,678.	\$45,248.	\$46,877.	\$48,567.
M-1	\$35,508.	\$36,786.	\$38,311.	\$39,482.	\$40,905.	\$42,376.

### SCHEDULE T1 - TOWN HALL ASSOCIATES SALARY SCHEDULE • Effective 12/29/91

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
T-19	\$40,587.	\$42,048.	\$43,562.	\$45,129.	<b>\$4</b> 6,753.	\$48,437.	\$50,181.	<b>\$</b> 51,988.	<b>\$53,86</b> 0.
T-18	\$36,598.	\$37,916.	\$39,279.	\$40,695.	\$42,159.	<b>\$</b> 43,678.	\$45,248.	\$46,877.	\$48,567.
T-17	\$34,182.	\$35,414.	\$36,689.	\$38,010.	\$39,378.	\$40,795.	\$42,264.	\$43,785.	\$45,361.
T-16	\$31,934.	\$33,082.	\$34,273.	\$35,508.	\$36,786.	\$38,111.	\$39,482.	\$40,905.	\$42,376.
T-15	\$29,574.	\$30,639.	\$31,743.	\$32,884.	\$34,067.	\$35,295.	\$36,564.	\$37,881.	\$39,245.
T-14	\$27,380.	\$28,365.	\$29,386.	\$30,444.	<b>\$</b> 31,539.	<b>\$</b> 32,675.	\$33,852.	\$35,071.	<b>\$</b> 36,333.
T-13	\$25,350.	\$26,262.	\$27,207.	\$28,185.	\$29,201.	\$30,253.	\$31,341.	\$32,470.	\$33,640.
T-12	\$23,483.	\$24,330.	\$25,205.	\$26,112.	\$27,052.	\$28,027.	\$29,035.	\$30,079.	<b>\$</b> 31,163.
T-11	\$21,729.	\$22,510.	\$23,321.	\$24,161.	\$25,030.	\$25,931.	\$26,863.	\$27,831.	\$28,833.
T-10	\$20,656.	\$21,397.	\$22,169.	\$22,968.	\$23,794.	\$24,651.	\$25,538.	\$26,457.	\$27,408.
T-9	\$19,167.	\$19,859.	\$20,573.	\$21,314.	\$22,080.	\$22,875.	\$23,700.	\$24,551.	\$25,436.
T-8	\$17,681.	\$18,316.	\$18,978.	\$19,660.	\$20,368.	\$21,100.	\$21,859.	\$22,647.	\$23,462.
T-7	\$16,414.	\$17,006.	\$17,617.	\$18,251.	\$18,909.	\$19,589.	\$20,294.	\$21,025.	\$21,781.
T-6	\$15,478.	\$16,036.	\$16,612.	\$17,208.	\$17,829.	\$18,472.	\$19,136.	\$19,825.	\$20,538.
T-5	\$14,595.	\$15,121.	\$15,665.	\$16,230.	\$16,815.	\$17,420.	\$18,045.	\$18,696.	\$19,369.
T-4	\$13,769.	\$14,265.	\$14,779.	\$15,311.	\$15,862.	\$16,434.	\$17,025.	\$17,639.	\$18,273.
T-3	\$12,999.	\$13,467.	\$13,952.	\$14,454.	\$14,974.	\$15,514.	\$16,071.	\$16,650.	\$17,249.
T-2	\$12,117.	\$12,553.	\$13,006.	\$13,474.	<b>\$</b> 13,959.	\$14,462.	\$14,981.	\$15,520.	\$16,080.
T-1	\$11,568.	\$11,983.	\$12,414.	\$12,861.	\$13,325.	\$13,804.	\$14,301.	\$14,816.	\$15,349.

<sup>\*</sup> Collective bargaining unit salaries are listed for informational purposes only.

Mr. Charles W. Wyckoff, member, addressed this proposal on behalf of the Personnel Board. He advised that this article is in the Special Town Meeting because it affects the current fiscal year.

Mr. Frank E. Reardon, Chairman, advised that the Finance Committee recommends approval of this article.

ACTION: The main motion was presented and carried by voice vote.

#### ARTICLE 2: FISCAL YEAR 1992 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1992 Operating Budget, adopted under Article 29 at the 1991 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supercede certain parts of the 1992 Operating Budget, adopted under Article 29 at the 1991 Annual Town Meeting and revised by Article 3 at the October 1992 Special Town Meeting, as follows:

		Changing	Changing
Line Ite	m Appropriation	<u>TO</u>	<u>TO</u>
008	Insurance, Group Health/Life	\$3,980,000	\$3,480,000
026	Personnel, Salaries	69,929	70,729
027	Personnel, Purchase of Serv.	7,821	7,021
053	Contributory Retirement	3,526,631	3,098,631
108	DPW, Expenses	468,525	478,525
123	Snow and Emergency Salary	60,000	50,000

A motion was offered by Mr. Frank E. Reardon that the subject matter of Articles Two (2) and Three (3) be discussed together but voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Reardon explained that Articles 2 and 3 are mainly housekeeping articles. Article 2 makes available approximately \$928,000 in funds. The health insurance costs were reduced by \$500,000 and the contributory retirement costs should be reduced in Fiscal Year 1992 by \$428,000. Article 3 appropriates this amount into the Stabilization Fund which is basically a rainy day fund. In the Annual Town Meeting \$500,000 will be used for the Fiscal Year 1993 budget and the remaining \$428,000 will be saved for future use.

ACTION: The main motion under Article 2 was presented and carried unanimously by voice vote.

#### **ARTICLE 3: APPROPRIATION TO STABILIZATION FUND**

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$928,000. to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended.

ACTION: The main motion was presented and carried unanimously by voice vote.

#### ARTICLE 4: PURCHASE OF PLAYGROUND EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of \$25,000. from the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B, to repair or replace playground

equipment on Park and Recreation Property or Selectmen property; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$25,000. from the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B, to repair or replace playground equipment on Park and Recreation Property or Selectmen Property.

Mrs. Elinor R. Devlin, Park and Recreation Commissioner, presented this proposal. She explained that much of the existing equipment is in excess of twenty years old. Some of the equipment has been removed and not replaced. In addition some of the Tot Lots have reached the time for repair and the time to address that need is now.

Unanimous consent was given to allow Nancy White, Park and Recreation Director and non-resident, to address Town Meeting. In response to an inquiry from Mr. Robert Todd Pratt, Nancy explained that some of the merry-go-rounds will be replaced and some will not. The merry-go-rounds are more dangerous than the climbing equipment.

Mr. Gerald R. Browne expressed his concern with the proposed purchase of a grill for the Rebecca Perry Playground. He was concerned with the "accident waiting to happen" with the woods nearby.

A motion to amend was offered by Mr. Gerald R. Browne by adding the words "except that no funds herein appropriated be used regarding a grill at the Rebecca Perry Playground".

Mrs. Devlin explained that the handout was a wish list and that the \$25,000. could not cover all items on the list. She also noted that the Park and Recreation Director would welcome suggestions from residents. In response to an inquiry from Mrs. Mary Jane Baker, she explained the the painting meets 1992 safety standards.

Mr. Frank E. Reardon, Chairman, Finance Committee, spoke in favor of articles 4 and 5.

After a brief discussion, Mr. Browne's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion to amend was presented again and the Moderator was still in doubt. The motion to amend was presented for the third time and it carried by a count of hands. The hand count was Yes 99 - No 91.

ACTION: The main motion, as amended, was presented and carried unanimously by a count of hands. The hand count was Yes  $209 - No\ 0$ .

VOTED: That the Town vote to raise and appropriate the sum of \$25,000. from the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B, to repair or replace playground equipment on Park and Recreation Property or Selectmen property; except that no funds herein appropriated be used regarding a grille at the Rebecca Perry playground.

### ARTICLE 5: MAINTENANCE OF ROSEMARY POOL BATHHOUSE

To see if the Town will vote to raise and appropriate the sum of \$15,000. from the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B, to repair and maintain the Rosemary Pool Bathhouse; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$15,000. from the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B, to repair and maintain the Rosemary Pool Bathhouse.

Mr. Eric W. Fleming, Park and Recreation Commissioner, addressed this proposal on behalf of the Park and Recreation Commission.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 6: AMEND GENERAL BY-LAW SECTION 4.4 (LOCAL LICENSES AND PERMITS)

To see if the Town will vote to amend the General By-Laws by adding a new Section 4.4 as follows:

#### "Section 4.4 General

4.4.1 Denial, Revocation or Suspension for Failure to Pay Municipal Taxes.

- 4.4.1.1 The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.
- 4412 The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial. revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges payable to the municipality as the date of issuance of said certificate.
- 4.4.1.3 Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.
- 4.4.1.4 The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officer, stockholders, if any, or members of his immediate family, as defined in M.G.L. Chapter 268, Section 1 in the business or activity conducted in or on said property.

This section 4.4.1 shall not apply to the following licenses and permits authorized by the following Massachusetts General Laws: open burning, section thirteen of chapter forty-eight; bicycle

permits, section eleven A of chapter eighty-five; sales of articles for charitable purposes, section thirty-three of chapter one hundred and one; children work-permits, section sixty-nine of chapter one hundred and forty-nine; clubs, associations dispensing food or beverage licenses, section twenty-one E of chapter one hundred and forty; dog licenses, section one hundred and thirty-seven of chapter one hundred and forty; fishing, hunting, trapping license, section twelve of chapter one hundred and thirty-one; marriage licenses, section twenty-eight of chapter two hundred and seven and theatrical events, public exhibition permits, section one hundred and eighty-one of chapter one hundred and forty."; or take any other action relative thereto.

MOVED: That the Town vote to amend the General By-Laws by adding a new Section 4.4 as follows:

#### "Section 4.4 General

4.4.1 Denial, Revocation or Suspension for Failure to Pay Municipal Taxes.

- 4.4.1.1 The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.
- 4.4.1.2 The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law. except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges payable to the municipality as the date of issuance of said certificate.
- 4.4.1.3 Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.
- 4.4.1.4 The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officer, stockholders, if any, or members of his immediate family, as defined in M.G.L. Chapter 268, Section 1 in the business or activity conducted in or on said property.

This section 4.4.1 shall not apply to the following licenses and permits authorized by the following Massachusetts General Laws: open burning, section thirteen of chapter forty-eight; bicycle permits, section eleven A of chapter eighty-five; sales of articles for charitable purposes, section thirty-three of chapter one hundred and one; children work-permits, section sixty-nine of chapter one hundred and forty-nine; clubs, associations dispensing food or beverage licenses, section twenty-one E of chapter one hundred and forty; dog licenses, section one hundred and thirty-seven of chapter one hundred and forty; fishing, hunting, trapping license, section twenty-oight of chapter one hundred and thirty-one; marriage licenses, section twenty-eight of chapter two hundred and seven and theatrical events, public exhibition permits, section one hundred and eighty-one of chapter one hundred and forty."; or take any other action relative thereto.

Mrs. Evelyn R. Poness, Treasurer and Tax Collector, addressed this proposal. She indicated that less than 1% of the people wait to pay their taxes until the tax title is prepared. She asks for support of this article to make it easier to collect outstanding taxes.

In response to Mr. F. Timothy Hegarty, Jr., Mrs. Poness explained that there are circumstances in which tax liability could be overlooked such as a payment schedule agreement.

ACTION: The motion was presented and carried unanimously by voice vote.

At 10:45 P.M., Mrs. Sally B. Davis moved that the Special Town Meeting be dissolved in the memory of the following town employees: Mr. Ron Hougham of the Engineering Division; Mr. Jack Newcomb of the Fire Department; Mr. Link Grasso of the Police Department; and Mr. Jack Kelly of the Police Department.

\* \* \* \* \* \*

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

#### **ARTICLE 14: ELECTED OFFICIALS' SALARIES**

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,000.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairma	1,800.
Assessor, Others	1.500.:

or take any other action relative thereto.

MOVED: that the Town fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,000.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairma	1,800.
Assessor, Others	1,500.

A motion to amend was offered by Mr. Gary Uhl, Chairman, Personnel Board, to change the salary figure of "\$42,000." to

the new salary figure of "\$42,840." Mr. Uhl explained that this new figure was consistent with the 2% proposed for the Town Hall Association and other non-union Town Hall personnel.

Mr. Patrick J. Hyland questioned why the position of Town Clerk is not treated the same as all the other supervisory positions in Town Hall.

A motion to discuss Articles 14 through 21 together, but vote on them separately was offered by Mr. Gary Uhl. The motion was presented and carried unanimously by voice vote.

Mr. H. Phillip Garrity, Jr., Selectman, addressed these proposals on behalf of the Board of Selectmen. He explained that the Board of Selectmen in November felt that there could be no pay raises in light of the present economy. However, because the town exceeded the state's pension fund payments and the state was holding the town to that funding level, special pension legislation was passed to disengage the excessive funding. Passage of this special legislation reduced the funding in 1992 by \$428,032. and an anticipated reduction in 1993 of \$787,479. The Board of Selectmen met with the Finance Committee and Personnel Board and reached the agreement that part of this pension money was contributed by town employees and should be refunded in the form of a pay raise.

Mr. Gary Uhl, Chairman, addressed these articles on behalf of the Personnel Board. He stated that the Personnel Board is recommending a 2% increase for the position of Town Clerk consistent with the 2% increase for the Town Hall Associates and other non-union positions in general government.

Mr. Frank E. Reardon, Chairman, advised that the Finance Committee concurred with the Board of Selectmen and the Personnel Board for the slight increase in pay raises. In light of this proposed increase, money has been set aside. The Finance Committee voted approval of the Personnel articles.

Mr. James Hugh Powers expressed concern with the salary of the Town Clerk. He sited the salaries of the position of Town Clerk in surrounding towns ranging from \$46,000., \$47,890., \$49,012., \$47,425., to \$50,000. He noted that the average is \$44,476. Mrs. Betsy M. Tedoldi suggested that the Town Clerk does a good job and should be rewarded. Mrs. Tedoldi moved to amend the salary figure of "\$42,000." to "\$44,000."

Mrs. Mary Ellen Hale expressed concern that Town Meeting is setting the salary of one individual when you can't do so for all employees. She opposed the amendment.

In response to Mr. Richard B. Weitzen, Mr. H. Phillip Garrity, Jr. advised that the total cost of salary increases in general government is approximately \$200,000.

A motion was offered by Mr. Eric W. Fleming to divide the Assessors, Chairman, and Assessors, Others, from the Selectmen, Chairman; Selectmen, Others, and Town Clerk. The Moderator asked for a raise of hands to see if the division of the motion, which requires the request of 20 Town Meeting Members, was appropriate. While only 16 members made the request, the Moderator allowed the motion to be placed on the floor.

A motion to amend was offered by Mr. Patrick J. Hyland to direct the Personnel Board to evaluate the office of Town Clerk and report to the next Town Meeting or sooner with a management classification for the office of Town Clerk.

A motion to amend was offered by Mr. Robert E. Chase to amend the salary of Assessor, Chairman, and Assessor, Others to zero (0).

T-14

S-9

S-9

T-13

S-15

FA-2

T-10

T-13

T-13

S-13

S-13

S-10

T-10

T-9

T-9

M-1

T-8

T-7

T-6

Schedule C

Schedule C

Schedule C.

Schedule C.

Schedule C

Schedule C

Schedule C

Assistant Administrative Assessor

Assistant, Council On Aging (PT)

Assistant Director of Public Library

Assistant Superintendent, Fire Alarm

Associate Director, Council On Aging

Building Inspector, Substitute (PT)

Assistant Director, Park and Recreation

Assistant Children's Librarian

Assistant Cataloger

Assistant Town Clerk

Children's Librarian

Computer Operator

Control Clerk

Circulation Supervisor

Clerk, Council On Aging(PT)

Code Enforcement Officer (PT)

Computer Operator/Data Entry

Council On Aging, Executive Director

Conservation Officer (PT)

Department Assistant 3 [13]

Department Assistant 2

Department Assistant 1

Library Assistant 1 (PT)

Library Assistant 2 (PT)

Library Assistant 2

Library Page (PT)

Maintenance Man

Lineman

T-9

Committee Secretary, Board of Appeals (PT)

Canvasser (PT)

Caseworker

Cataloger

A motion to move the previous question on the main motion and all motions to amend was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

Mrs. Tedoldi's motion to amend was presented, but it failed to pass by voice vote.

Mr. Uhl's motion to amend was presented and carried unanimously by voice vote.

Mr. Hyland's motion to amend was presented and carried by voice vote.

Mr. Fleming's motion to divide was presented, but it failed to pass by voice vote.

Mr. Chase's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: that the Town fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,840.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairma	1,800.
Assessor, Others	1,500.;

And that the Personnel Board be directed to evaluate the office of Town Clerk and report to the next Town Meeting or sooner with a management classification for the office of Town Clerk.

### ARTICLE 15: CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

MOVED: That the Town amend the Classification and Standard Rates of Compensation in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation Schedule as follows:

#### FISCAL YEAR 1993 SCHEDULE A Effective July 1, 1992

Alphabetical listing of Full-time, Part-time (PT) and Seasonal (S) position classifications with compensation grades and schedules:

CLASS TITLE	GRADE/SCHEDULE
Activity Instructor (PT)	Schedule C
Administrative Assessor	M-2

Administrative Assistant [14]

Administrative Coordinator

Administrative Specialist
T-10
Animal Control Officer
S-11
Animal Inspector (PT)
Schedule C

Department Specialist [12][14] T-9 Deputy Fire Chief F-4 Deputy Fire Chief, Operations F-4 Director, Management Information Services M-3 Director of Civil Defense Schedule C Director of Finance M-4 Director of Parks & Recreation M-2 Director of Public Health M-2 Director of Public Library M-2 Director of Public Works [6] Director of Veteran's Services (PT) Schedule C Director of Youth Services M-1 Division Superintendent, Highway [1] M-2 Division Superintendent, Parks [1] M-1 Division Superintendent, Sewer [1] M-2Division Superintendent, Water [1] M-2 Draftsman S-9 **Election Clerk** Schedule C **Election Inspector** Schedule C Election Warden Schedule C Equipment Mechanic W-6 Equipment Welder W-6 Finance Committee, Executive Secretary (PT) Schedule C Fire Captain F-3 Fire Chief M-5 Firefighter [9] F-1 Fire Lieutenant F-2 Garage and Equipment Supervisor M-1 Garage Mechanic W-4 General Foreman [11] S-14 Heavy Motor Equipment Operator W\_4 Inspector of Buildings M-2 Inspector of Plumbing & Gas S-14 Inspector of Wires S-14 Junior Building Custodian T-5 Junior Building Custodian (PT) Schedule C Laborer  $W_{-1}$ Library Assistant 1 S-6

Schedule C

Schedule C

Schedule C

S-7

FA-1

W-3

	- 10		COMPANIE A POORMORES
Maintenance Worker/Custodian	S-10 T-15		SCHEDULE A FOOTNOTES
Management Analyst Master Mechanic	W-8		Additional Compensation for Specific Assignments
Meter Repairman	W-4		reductions Compensation for Operator resignations
Motor Equipment Operator	W-2	[1]	Additional \$100.00 per month when assigned to and
Nutritionist	T-14		performing the duties of Assistant Director of Public
Outreach Worker, Council on Aging	T-12		Works.
Parking Enforcement Attendant	S-6		
Parking Enforcement Attendant (PT)	Schedule C	[2]	Additional \$100.00 per month when assigned to and
Police Officer [3] [5] [7] [10]	P-2		performing the duties of Office Manager as designated by
Personnel Director	M-2		the Director of Public Works.
Planning Director	M-2		
Plumbing and Gas Inspector Substitute (PT)	Schedule C	[3]	Additional \$1,200.00 per year when assigned to and
Police Chief	M-5		performing the duties of Detective as designated by the
Police Lieutenant	P-4		Police Chief.
Police Matron (PT)	Schedule C P-3	£41	Additional \$40.00 are month when arrianed to and
Police Sergeant [3] [4] [5] [7] [10]	Schedule C	[4]	Additional \$40.00 per month when assigned to and performing the duties of Patrol Supervisor as designated
Program Coordinator, Council on Aging (PT)	T-11		by the Police Chief.
Programmer/Computer Operator Public Health Nurse	T-14		by the Police Chief.
Public Health Nurse (PT)	T-14	[5]	Additional \$50.00 per month when assigned to and
Public Works Craftsman	W-4	[-]	performing the duties of D.A.R.E. Coordinator as
Public Works Dispatcher	W-4		designated by the Police Chief.
Public Works Inspector	S-13		
Public Works Specialist	W-5	[6]	Said Director shall be the Superintendent of Public Works
Pumping Station Operator	W-4		within the meaning of Section 20 to 30, inclusive of the
Recording Secretary	Schedule C		Needham Special Home Rule Charter Act (Acts of 1971,
Recreation Specialist 1	Schedule C		c. 403), and shall be appointed in the manner and shall
Recreation Specialist 2	Schedule C		exercise the powers and duties of such Superintendent,
Recreation Specialist 3	Schedule C		specified in said act.
Recreation Specialist 4	Schedule C		
Recreation Specialist 5	Schedule C	[7]	Additional \$1,200.00 per year when assigned to and
Reference Librarian	S-12		performing the duties of Principal Prosecuting Officer as
Reference Librarian (PT)	Schedule C		designated by the Police Chief.
Reference Supervisor	S-14	(0)	
Registrar of Voters (PT)	Schedule C	[8]	Additional \$100.00 per month when assigned to and
Sanitarian	T-15 Schedule C		performing the duties of Assistant Town Engineer as
Sealer of Weights & Measurers (PT) Seasonal Packer/Drivers (PT)	Schedule C		designated by Director of Public Works.
Senior Administrative Coordinator [14]	T-11	[9]	Additional \$100.00 per month when assigned to and
Senior Building Custodian	T-10	[2]	performing the duties of Fire Inspector as designated by
Senior Draftsman [2] [8]	S-12		the Fire Chief.
Senior Engineer [2] [8]	S-14		die i de Ciliei.
Senior Systems Analyst	T-16	[10]	Additional \$50.00 per month when assigned to and
Shovel Operator	W-6	(10)	performing the duties of Community Service Officer as
Student Draftsman and Rodman (PT)	Schedule C		designated by the Police Chief.
Survey Party Chief	S-13		
Systems Analyst	T-13	[11]	Additional \$75.00 per month when assigned to and
Temporary Laborer (PT)	Schedule C		performing the duties of Deputy Tree Warden.
Temporary Janitor (PT)	Schedule C		
Town Comptroller	M-2	[12]	Additional \$600.00 per year when assigned to and
Town Counsel (PT)	Schedule C		performing the duties of Workman's Compensation Agent.
Town Engineer [1]	M-3		
Town Treasurer and Tax Collector	M-2	[13]	Additional \$1,500.00 per year when assigned to and
Traffic Supervisor (PT)	Schedule C		performing the duties of Assistant Parking Clerk.
Tree Climber	W-4		
Water Meter Reader	W-3	[14]	May be designated confidential in accordance with
Wiring Inspector Substitute (PT)	Schedule C		M.G.L. Chapter 150E.
Working Foreman	W-6		
Young Adult Librarian Youth Services Counselor	S-12		
Fodul Services Couliseror	T-12		

Fiscal Year 1993		Library Page	
SCHEDULE C		First Year	\$4.96
Rates for Part-time and Seasonal Positions		Second Year	\$5.26
(rates are hourly unless specifically noted)		Parking Enforcement Attendent (PT)	\$7.65
Effective July 1, 1992		#Plumbing & Gas Inspector Substitute (PT)	\$7.03
		(per diem)	\$41.00
TITLE	RATE	(per inspection)	\$12.00
#Activity Instructor		Police Matron (PT)	\$12.12
(rates are per session)		Program Coordinator (PT)	\$11.81
Group A	\$4.00	Recording Secretary	\$11.38
Group B	\$5.00	Recreation Specialist 1	\$11.38 \$5.61
Group C	\$7.00	Recreation Specialist 2	\$6.38
Group D	\$8.00	Recreation Specialist 3	\$6.89
Group E	\$10.00	Recreation Specialist 4	\$7.65
Group F	\$12.00	Recreation Specialist 5	\$9.45
Group G	\$15.00	Reference Librarian (PT)	\$11.23
Group H	\$18.00	#Registrar of Voters (PT) (per annum)	\$545.00
Group I	\$21.00	Sealer of Weights and Measures (PT) (per annum)	\$7,433.28
Group J	\$25.00	Seasonal Packer/Driver (PT)	\$1,433.28
Animal Inspector (PT) (per annum)	\$3,225.21	Student Draftsman and Rodman (PT)	\$8.04
Assistant, Council on Aging	\$9.17	(first year)	\$8.54
Building Inspector Substitute (PT)	\$13.10	(second year)	\$8.91
Building Monitor	\$5.61	(third year)	\$9.23
Canvasser (PT)	\$5.62	(fourth year)	\$9.23 \$9.59
Clerk, Council on Aging (PT)	\$9.17	(fifth year)	\$9.91
Code Enforcement Officer (PT)	\$13.10	Temporary Janitor (PT)	\$5.36
Committee Secretary, Board of Appeals (PT)	\$11.22	Temporary Laborer	\$3.30
Conservation Officer (PT)	\$13.10	(first year)	\$5.68
#Director of Civil Defense (per annum)	\$3,000.00	(second year)	\$5.08 \$6.09
Director of Veterans Services (PT)(per annum)	\$26,567.50	(third year)	\$6.50
Election Clerk	•	(fourth year)	\$6.91
Election Inspector	•	(fifth year)	\$0.91 \$7.40
Election Warden		Town Counsel (PT) (per annum)	\$44.070.00
Finance Committee Executive Secretary (PT)(per annum)		Traffic Supervisor	. ,
\$12,150.76		#Wiring Inspector Substitute (PT)	\$12.12
Junior Building Custodian (PT)	\$8.42	(per diem)	¢41.00
Library Assistant 1 (PT)	\$6.91	(per inspection)	\$41.00 \$12.00
Library Assistant 2 (PT)	\$7.79	( ·· ·································	\$12.00
	*****	# Titles not included in general wage increases.	
		* Rates set by Board of Selectmen	

# SCHEDULE B1 GENERAL SALARY SCHEDULE Effective July 1, 1992

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
S-19	\$41,398.	\$42,889.	\$44,434.	\$46,032.	\$47,688.	\$49,405.	<b>\$</b> 51,184.	<b>\$</b> 53,027.	\$54,937.
S-18	\$37,330.	\$38,674.	\$40,065.	\$41,509.	\$43,002.	\$44,551.	\$46,153.	\$47,815.	\$49,538.
S-17	\$34,865.	\$36,123.	\$37,423.	\$38,770.	\$40,166.	\$41,610.	\$43,109.	\$44,661.	\$46,268.
S-16	\$32,572.	\$33,744.	\$34,959.	\$36,218.	\$37,521.	\$38,873.	\$40,272.	\$41,723.	\$43,223.
S-15	\$30,166.	\$31,252.	\$32,377.	\$33,542.	\$34,749.	\$36,001.	\$37,295.	\$38,638.	\$40,030.
S-14	\$27,927.	\$28,932.	\$29,974.	\$31,053.	\$32,170.	\$33,328.	\$34,529.	\$35,772.	\$37,060.
S-13	\$25,857	\$26,787.	\$27,751.	\$28,749.	\$29,785.	\$30,858.	\$31,968.	<b>\$</b> 33,120.	\$34,313.
S-12	\$23,953.	\$24,816.	\$25,709.	\$26,635.	\$27,593.	\$28,587.	\$29,615.	\$30,681.	\$31,786.
S-11	\$22,163.	\$22,960.	\$23,787.	\$24,644.	\$25,530.	\$26,449.	\$27,400.	\$28,388.	\$29,410.
S-10	\$21,069.	\$21,825.	\$22,612.	\$23,427.	\$24,270.	\$25,144.	\$26,049.	\$26,986.	\$27,956.
S-9	\$19,550.	\$20,256.	\$20,984.	\$21,740.	\$22,522.	\$23,333.	\$24,174.	\$25,042.	\$27,930. \$25,945.
S-8	\$18,035.	\$18,683.	\$19,357.	\$20,053.	\$20,775.	\$21,522.	\$22,296.	\$23,100.	\$23,931.
S-7	\$16,742.	\$17,346.	\$17,969.	\$18,616.	\$19,288.	\$19,981.	\$20,700.	\$21,446.	
S-6	\$15,788.	\$16,356.	\$16,944.	\$17,553.	\$18,186.	\$18,841.	\$19,519.	\$20,222.	\$22,217.
S-5	\$14,887.	\$15,423.	\$15,978.	\$16,554.	\$17,151.	\$17,768.	\$18,406.		\$20,949.
S-4	\$14,044.	\$14,551.	\$15,074.	\$15,617.	\$16,180.	\$16,762.	\$17,365.	\$19,070.	\$19,757.
S-3	\$13,259.	\$13,737.	\$14,231.	\$14,743.	\$15,274.	\$15,824.	,	\$17,992.	\$18,639.
S-2	\$12,359.	\$12,804.	\$13,266.	\$13,743.	\$13,274. \$14,238.		\$16,393.	\$16,983.	\$17,594.
S-1	\$11,799.	\$12,222.	\$12,662.	\$13,743. \$13,119.		\$14,751.	\$15,281.	\$15,830.	\$16,401.
	411,/77.	The day declar dec.	Ψ12,002.	\$15,119.	\$13,591.	\$14,080.	\$14,587.	\$15,112.	<b>\$</b> 15,656.

		GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	MAXIMUM
	SCHEDULE B-2	P-4	\$39,020.	\$40,427.	\$41,924.	\$43,182.	
	POLICE	P-3	, , , , , , , , , , , , , , , , , , , ,		\$32,411.	\$33,579.	\$34,822.
	7/1/90	P-2		\$26,034.	\$27,009.	\$27,983.	\$29,019.
	******	P-1			\$26,034.	\$27,009.	\$27,983.
	SCHEDULE B-3	F-4		<b>\$</b> 37, <b>7</b> 31.	\$38,990.	\$40,239.	\$41,497.
	FIRE	F-3		45.,.51.	400,000	\$35,174.	\$36,273.
	12/30/90	F-2		\$30,343.	\$31,355.	\$32,360.	\$33,371.
	22100770	F-1	\$25,506.	\$26,385.	\$27,266.	\$28,139.	\$29,019.
	SCHEDULE B-4	FA-2	\$30,932.	\$32,012.	\$33,261.	<b>\$</b> 34,511.	\$35,775.
	FIRE ALARM 12/30/90	FA-1	\$26,824.	\$27,718.	\$28,783.	\$29,846.	\$30,932.
				442.55	410.10	412.60	
*	SCHEDULE B-5	W-8	\$12.18	\$12.65	\$13.10	\$13.60	\$14.12
	PUBLIC WORKS	W-7	\$11.80	\$12.18	\$12.65	\$13.10	\$13.60
	12/30/90	W-6	\$11.32	\$11.80	\$12.18	\$12.65	\$13.10
		W-5	\$10.90	\$11.32	\$11.80	\$12.18	\$12.65
		W-4	\$10.49	\$10.90	\$11.32	\$11.80	\$12.18
		W-3	\$10.12	\$10.49	\$10.90	\$11.32	\$11.80
		W-2	\$ 9.79	\$10.12	\$10.49	\$10.90	\$11.32
		W-1	\$ 9.46	\$ 9.79	\$10.12	\$10.49	\$10.90

<sup>\*</sup> Collective bargaining unit salaries are listed for informational purposes only.

#### SCHEDULE M - MANAGEMENT SALARY SCHEDULE Effective 7/1/92

GRADE M-5	MINIMUM \$59,764.	STEP 2 \$61,916.	STEP 3 \$64,145.	STEP 4 \$66,454.	STEP 5 \$68,845.	MAXIMUM \$71.324.
M-4	\$59,764. \$52.672.	\$54,569.	\$56,534.	\$58,567.	\$60,677.	\$62.862.
M-3	\$46,032.	\$47,688.	\$49,406.	\$51,185.	\$53,028.	\$54,937.
M-2	\$41,509.	\$43,002.	\$44,552.	\$46.153.	\$47,815.	\$49,538.
M-1	\$36,218.	<b>\$</b> 37,522.	\$38,873.	\$40,272.	\$41,723.	\$43,224.

## SCHEDULE T1 - TOWN HALL ASSOCIATES SALARY SCHEDULE • Effective July 1, 1992

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
T-19	\$41,398.	\$42,889.	\$44,434.	\$46,032.	\$47,688.	\$49,405.	\$51,184.	<b>\$</b> 53,027.	\$54,937.
T-18	\$37,330.	\$38,674.	\$40,065.	\$41,509.	\$43,002.	\$44,551.	\$46,153.	\$47,815.	\$49,538.
T-17	\$34,865.	\$36,123.	\$37,423.	\$38,770.	\$40,166.	\$41,610.	\$43,109.	\$44,661.	\$46,268.
T-16	\$32,572.	\$33,744.	\$34,959.	\$36,218.	\$37,521.	\$38,873.	\$40,272.	\$41,723.	\$43,223.
T-15	\$30,166.	\$31,252.	\$32,377.	\$33,542.	\$34,749.	\$36,001.	\$37,295.	\$38,638.	\$40,030.
T-14	\$27,927.	\$28,932.	\$29,974.	\$31,053.	\$32,170.	\$33,328.	\$34,529.	\$35,772.	\$37,060.
T-13	\$25,857	\$26,787.	\$27,751.	\$28,749.	\$29,785.	\$30,858.	\$31,968.	\$33,120.	\$34,313.
T-12	\$23,953.	\$24,816.	\$25,709.	\$26,635.	\$27,593.	\$28,587.	\$29,615.	\$30,681.	\$31,786.
T-11	\$22,163.	\$22,960.	\$23,787.	\$24,644.	\$25,530.	\$26,449.	\$27,400.	\$28,388.	\$29,410.
T-10	\$21,069.	\$21,825.	\$22,612.	\$23,427.	\$24,270.	\$25,144.	\$26,049.	\$26,986.	\$27,956.
T-9	\$19,550.	\$20,256.	\$20,984.	\$21,740.	\$22,522.	\$23,333.	\$24,174.	\$25,042.	\$25,945.
T-8	\$18,035.	\$18,683.	\$19,357.	\$20,053.	\$20,775.	\$21,522.	\$22,296.	\$23,100.	\$23,931.
T-7	\$16,742.	\$17,346.	\$17,969.	\$18,616.	\$19,288.	\$19,981.	\$20,700.	\$21,446.	\$22,217.
T-6	\$15,788.	\$16,356.	\$16,944.	\$17,553.	\$18,186.	\$18,841.	\$19,519.	\$20,222.	\$20,949.
T-5	\$14,887.	\$15,423.	\$15,978.	\$16,554.	\$17,151.	\$17,768.	\$18,406.	\$19,070.	\$19,757.
T-4	\$14,044.	\$14,551.	\$15,074.	\$15,617.	\$16,180.	\$16,762.	\$17,365.	\$17,992.	\$18,639.
T-3	\$13,259.	\$13,737.	\$14,231.	\$14,743.	\$15,274.	\$15,824.	\$16,393.	\$16,983.	\$17,594.
T-2	\$12,359.	\$12,804.	\$13,266.	\$13,743.	\$14,238.	\$14,751.	\$15,281.	\$15,830.	\$16,401.
T-1	\$11,799.	\$12,222.	\$12,662.	\$13,119.	\$13,591.	\$14,080.	\$14,587.	\$15,112.	\$15,656.

<sup>\*</sup> Collective bargaining unit salaries are listed for informational purposes only.

ACTION: The main motion was presented and carried unanimously by voice vote.

Unanimous consent was given to lay Articles 16, 17, 18, 19, and 20 on the table.

### ARTICLE 21: FUND COLLECTIVE BARGAINING AGREEMENT - TOWN HALL ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Town Hall Association; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding of a collective bargaining agreement between the Town and the Needham Town Hall Association; and to amend the necessary line items in the 1993 Operating Budget under Article 24 to fund same.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 11:30 P.M. Mr. George Tarallo moved that the Annual Town Meeting stand adjourned to Wednesday, May 6, 1992, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Eaton, CMC, Town Clerk

# ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 6, 1992

Pursuant to adjournment of the Annual Town Meeting held May 4, 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 6, 1992, at 7:30 P.M.

Check lists were used and 260 voters were checked on the list as being present, including 239 Town Meeting Members.

Rev. Paul C. Clayton, Pastor, Needham Congregational Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

A motion to reconsider Article 21 was offered by Mrs. Irma B. Grigg. She explained that the 2% salary increase should be considered a refund and not a pay raise. Mr. James Hugh Powers explained that under state statute, Town Meeting may only vote yes or no on salary increases.

The motion to reconsider was presented, but it failed to pass unanimously by voice vote.

### ARTICLE 22: ESTABLISH REVOLVING FUND - COMMUTER PARKING (MGL CHAPTER 44, SECTION 53 E 1/2)

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with

the commuter parking lots; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed a certain sum in fiscal year 1993; or take any other action relative thereto.

Summary: A revolving fund established under the provisions of MGL Chapter 44, Section 53E 1/2 must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E 1/2. No revolving fund expenditures may be made for the purpose of paying wages or salaries for full time employees.

The annual Town Meeting authorization for each revolving fund shall specify:

- the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E 1/2.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

MOVED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with the commuter parking lots; that the Board of Selectmen through the Town Administrator is authorized to expend money from such fund an amount not to exceed \$90,000 in fiscal year 1993.

 $\pmb{A}$  motion to amend was offered by Mr. John D. Marr, Jr. by adding the following paragraph:

The purpose of the fund, the estimated receipts and expenditures are as follows:

Purpose: Under the direction of the Board of Selectmen, the Town Administrator is authorized to expend funds from the Commuter Parking Revolving Account to pay the direct expenses resulting from the maintenance, collections and administration associated with the commuter parking lots.

Estimated	Receipts	(see N	lote 1)
-----------	----------	--------	---------

Hersey	\$50,000
Junction	37,500
Chapel & Heights	<u>2,500</u>
Total	\$90,000

#### Estimated Expenditures

Collections: Police Department	\$27,000
Maintenance: Public Works	6,000
MBTA License Agreement	50,000
Misc. Treasures Service	2,000
Total	\$85,000

#### Net Gain (see Note 2)

Note 1: The \$90,000 in estimated receipts assumes a "conservative" estimated use rate of 70 percent at these lots. During the first five weeks of the parking program, the lots have been used at an 80 percent rate.

Note 2: Any net gain remaining at the end of the fiscal year may, with the approval of Town Meeting, be carried over to the next fiscal year, transferred to another revolving account, or transferred to the General Fund.

Mr. John D. Marr, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. Mr. Donnell F. O'Duggan expressed concern that the MBTA proposal to collect parking fees at the lots would bring in approximately \$45,000. to the town and this proposal will only bring in \$5,000. Mr. Marr noted that the MBTA proposal was based on 100% use while this proposal is based on 70% usage.

Mr. Michael Fee, member, opposed this proposal on behalf of the Finance Committee. This proposal removes the expense and income from the Operating Budget and the Finance Committee would like to see this remain within the framework of the Operating Budget review process.

In response to an inquiry from Mary T. Riddell, Mr. Marr noted that there is a collection box at each parking lot and monies are collected and delivered to the Treasurer.

Mrs. Carleton explained that if all lots are full, the town would make more money than if the MBTA pays the town a percentage.

After a brief discussion a motion to move the previous question was offered by Mr. Richard L. Malconian. The motion, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 75 - No 142.

In an attempt to clear up any misconceptions regarding this proposal, Mr. Marr explained that the town would only receive 1/2 of the revenue of the town-owned lots. In a revolving fund, the Board of Selectmen feel there would be more control instead of having the monies mixed in the department budgets. Mr. Fee suggested there would be more controls over the review of expenditures and disposition of revenues under the current system.

Mr. Stanley R. Tippett spoke in favor of this article. He questioned why the MBTA should get monies from town-owned lots. If the town runs it, the town has control.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and it was so voted by voice vote.

Mr. Marr's motion to amend, which requires a two-thirds vote, was presented and carried by voice vote.

ACTION: The main motion, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 113 - No 116.

In response to an inquiry, the Moderator explained to Mrs. Tedoldi that the process does not allow for reconsideration at this time. He also explained to Mr. David Kunhardt that a motion cannot be made because there is no article currently on the floor. However, Mr. Fee did indicate that the Finance Committee will report on the receipts/expenses of this proposal.

### ARTICLE 23: ESTABLISH REVOLVING FUND - LOCAL TRANSPORTATION (MGL CHAPTER 44, SECTION 53 E 1/2)

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed a certain sum in fiscal year 1993; or take any other action relative thereto.

SUMMARY: For a summary of MGL Chapter 44, Section 53E 1/2, see the summary for Article 22.

MOVED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; the Board of Selectmen through the Town Administrator (and the Director of the Council on Aging) are authorized to expend money from such fund in an amount not to exceed (\$24,480.00) in fiscal year 1903

A motion to amend was offered by Mr. John D. Marr, Jr. by adding the following paragraph:

The purpose of the fund, the estimated receipts and expenditures are as follows:

Purpose: Under the direction of the Board of Selectmen, the Town Administrator and the Director of the Council on Aging are authorized to expend funds from the Local Transportation Revolving Account to pay for the direct services and administrative expenses related to the Town's local transportation program.

#### **Estimated Receipts**

Gifts/donations	\$6,888
Fares	4,800
MBTA Grant	12,792
Total	\$24,480

#### **Estimated Expenditures**

Dial-A-Ride Contractor	\$9,600
Shopper's Service Bus	2,640
Cab Service (Steven Palmer)	2,400
Part-time Salaries	9,445
Expenses	395

Total

\$24,480

Mr. John D. Marr, Jr., Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that a town-wide committee who studied the transportation needs of the town found an area lacking in transportation services - seniors in residential areas. The service will include two zones. Tickets will cost \$1.00 each. This proposal allows for donations to this fund with the MBTA matching the donations two-to-one. Mr. Marr advised that there is no expense to the town.

In response to an inquiry from Mr. William B. Powers, Mr. David S. Tobin advised that Town Meeting does not see all contracts during the year, but this proposal is subject to this Town Meeting because of the need to make an initial appropriation.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion as amended was presented and carried unanimously by voice vote.

#### **ARTICLE 24: OPERATING BUDGET**

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses.

Mr. Frank E. Reardon, Chairman, Finance Committee, addressed Town Meeting on the financial outlook of the Town for Fiscal He explained that the Finance Committee requested department heads to level fund their budgets and most complied with this request. There was a very cooperative effort from all department this year with no department coming in with a significant increase. The health insurance costs were down by \$500,000 and the town was to receive \$400,000 back from this year's contributory retirement fund with less costs in Fiscal Year 1993. Thus the Stabilization Fund has approximately \$888.000. The Finance Committee is asking for \$525,206 toward funding in the Operating Budget and \$362,794 to be left in the fund for unforeseen projects in Fiscal Year 1994. Mr. Reardon noted that there is currently approximately \$800,000 in debt service. Any borrowing authorization approved at this Annual Town Meeting will not show up on the debt service until 1994 and then it would be approximately \$1,000,000.

A motion to amend was offered by Mr. Eric W. Fleming to add a new Line Item 025 - Commuter Parking, to add the sum of \$35,000.; said sum to be raised from the MBTA Commuter Parking Receipts.

Mr. Reardon advised that his committee would like to study this proposal before adopting Mr. Fleming's motion. He further noted that the Finance Committee would have a handout for the Monday evening session. The Moderator explained that this could be adopted under the Omnibus Article.

Mr. Fleming moved to withdraw his motion to amend at this time. The motion to withdraw was presented and it carried unanimously by voice vote.

The following amendments to the Operating Budget was offered by Mrs. Sally B. Davis:

Description	Line No.	Print Request	Amended Request
Selectmen	101	283,599.	290,189.*
Town Clerk	106	69,469.	70,859.*
Board of Registrars	110	44,156.	45,006.*
Legal	115	43,206.	44,070.*

Personnel Board Assessors Finance Finance Committee	118 201 205 210	1,025. 177,741. 500,677.	1,046.* 181,199.* 510,691.*
Finance Committee Finance Reserve Contributory Retirement	210	11,912.	12,150.*
	212	575,484.	490,734.*
	213	40,142.	40,945.*

Under the Education Line Item 301 - Salaries, Mr. Russell S. Broad, Jr. asked for a breakdown of the 4% increase in the salary line item. Mrs. Margaret G. Murphy, School Committee member, explained that the increase in Line Item 301 includes more items than a 4% salary increase. Mr. Broad praised the Board of Selectmen on settling a one year contract with a 2% salary increase in these difficult financial times. He indicated that it is unfair for the School Committee to grant a 4% increase. He sited several School Departments in surrounding towns who have level funded with little or no salary increases for Fiscal Year 1993.

A motion to amend was offered by Mr. Russell S. Broad, Jr. to remove the additional \$633,522. from Line Item 301 and place in the Finance Reserve Fund, Line Item 212. This would allow teacher increases to be equitable with all town employees and could be returned to Line Item 301 at a Special Town Meeting when all union contracts have been settled.

Mrs. Murphy opposed Mr. Broad's motion to amend and advised that the money would have to come off the bottom line of the Education budget.

After several inquiries, the Moderator noted that procedurally the budget is presented at Town Meeting using line items and that department totals must also be added or subtracted. However, the School Committee is not bound by line items.

Dr. Frederick Tirrell reiterated that Town Meeting can only vote on the bottom line. He further noted that over half of the increase in Line Item 301 is already committed.

A motion to amend was offered by Mr. David W. Kunhardt to remove \$540,000. from Line Item 301 to be placed in the Finance Reserve Fund, Line Item 212.

Mr. Robert D. Hall, Jr. spoke in favor of Mr. Broad's motion noting that the motion is sending a message to the School Committee that Town Meeting wants all employees treated equally.

A motion to move the previous question was offered by Mr. Frederick Waldman under Line Item 301. The motion was presented and carried by voice vote.

Mr. Kunhardt's motion to amend was presented, but it failed to pass by voice vote.

Mr. Broad's motion to amend was presented, but it failed to pass by voice vote.

Under Line Item 309, Tuitions, unanimous consent was given to allow Mr. George Johnson, Director of Pupil Personnel, and non-resident, to address an inquiry pertaining to tuition costs. Mr. Johnson explained that \$851,137. of the tuition costs are for Chapter 766 students.

Under Line Item 311, a motion to amend was offered by Mr. David W. Kunhardt to add \$100,000. for capital improvements and repairs; said sum to be raised by transfer from the Finance Reserve Line Item 212. Mr. Kundhardt's motion to amend was presented, but it failed to pass by voice vote.

At 11:05 P.M. Mr. Frederick Waldman moved that the Annual Town Meeting stand adjourned to Monday, May 11, 1992, at 7:30 P.M. at the Newman Middle School.

A motion to postpone Article 24 to a time certain specifically after the disposition of Article 29 called for Monday, May 11, 1992 was offered by Mr. Daniel P. Matthews. The motion was presented and it was unanimously voted by voice vote.

At 11:10 P.M. Mr. Waldman's motion to adjourn was presented and it was so voted unanimously.

Theodora K. Eaton, CMC, Town Clerk

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#### ADJOURNED ANNUAL TOWN MEETING

Monday, May 11, 1992

Pursuant to adjournment of the Annual Town Meeting held May 6. 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, May 11, 1992, at 7:30 P.M.

Check lists were used and 259 voters were checked on the list as being present, including 236 Town Meeting Members.

Mr. Richard Nichol, Congregational Leader, Ruach Israel, a Messianic Jewish Synagogue, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

### ARTICLE 29: AUTHORIZATION TO BORROW - POLLARD SCHOOL RENOVATIONS

To see if the Town will vote to raise and appropriate a sum of money for the renovation of the Pollard School building; said sum to be raised by borrowing; to be spent under the direction of the School Committee; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$6,995,000. for remodeling, reconstructing, making extraordinary repairs and additions to the Pollard School Building; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow said sum under G.L.c. 44, Sections 7 (3) and 7 (3A) of Chapter 645 of the Acts of 1948 as amended for a period not exceeding twenty years; said sum to be spent under the direction of the School Committee; that the School Committee is authorized to take any other action necessary to carry out this project.

Unanimous consent was given to allow Mr. Michael Rosenfeld, non-resident and architect for the Pollard School project, to address Town Meeting.

Mrs. Caroline D. Murray, Chairman of the School Committee and member of the Pollard School Building Committee, addressed this proposal and urged support of Article 29. She explained that the Pollard renovation project is only part of a long-range plan to bring the Needham school buildings into the 21st century. The first step is Town Meeting approval to borrow the funds. Second, the School Committee would like Town Meeting approval before the debt exclusion override in the Fall. And third, there must be Town Meeting approval before the School Committee can file for State reimbursement of up to 58%. This filing must be done by June or will have to be filed next year.

Mr. Michael Rosenfeld noted that the Pollard Building Committee (School Department Facilities Building Committee created under Article 37 of the 1991 A.T.M.) has done a thorough job. He

showed a site plan of the Pollard Junior High School facility which was originally built and added onto in the 1960s. The building needs a new or improved heating system, electrical updating to meet code requirements, new plumbing valve and fixtures, a new fire detection system, a few fire suppression system, structural repairs, brick repairs, barrier-free access, acoustical modification to classrooms, acoustical alterations to auditorium, replacement of original kitchen equipment, and improvements to alleviate overcrowding. He stated that the Committee sought practical solutions. He outlined the pros of the planned renewed facility via a slide show.

Mr. John D. Marr, Jr., Selectman and member of the Pollard Building Committee, presented a breakdown of the costs totaling \$6,995,000. for improvements and renovations to the Pollard School facility.

Mr. Frank E. Reardon, Chairman, Finance Committee, reviewed the debt schedules both within the levy limit and outside the levy limit. By the end of 1994 the current debt level would be \$7,606,109. If this proposal is approved, the debt level would then be approximately \$14,000,000. Gradually, the debt that is expiring will have to be replaced with new debt to renovate town buildings. Mr. Reardon explained that the debt schedules outlined on pages 15 and 16 of the 1992 Annual Town Warrant does not include the landfill. He also advised that the debt exclusion override is scheduled for the November State Election. The Finance Committee has been assured that the School Committee will not go ahead with this project until the override is approved. According to Mr. Reardon, the Finance Committee feels that some borrowing is inevitable due to the lack of capital improvements on town buildings in the past several years.

Mrs. Sheila G. Pransky questioned to impact on individual households. Mr. Carl Valente, Town Administrator, advised that the cost of borrowing \$6,995,000. for ten years would cost the average household \$16. for the first year, \$87. in the highest year and subsequently decreasing.

Mr. Irwin Silverstein indicated that he thought the initial \$300,000. approved at the 1991 Annual Town Meeting included bidding and construction administration. However, Mr. David C. Gerber indicated that only the bidding was included.

A motion to move the previous question was offered by Mr. Richard L. Malconian. The motion was presented, but it failed to pass by voice vote.

Mr. Ronald L. Morrison questioned how the Committee could not budget for new furniture when there are ten new classrooms planned. Mrs. Caroline D. Murray noted that new furniture was one of the frills eliminated in this proposal. She indicated that new teachers would be added as the class size increased.

Mr. Robert Y. Larsen indicated that \$6,995,000. is a lot of money and asked if there aren't any less expensive alternatives. Mr. Robert Todd Pratt suggested that Town Meeting and the School Committee has chosen to reward the teachers at the expense of town buildings.

Dr. Frederick Tirrell, Superintendent of Schools, advised that six different alternatives were presented before a final decision was made. He stated that the Committee did not buy the Cadillac, but rather an economical car. He concurred with Mr. Pratt that the most important goal is to teach the children and yes, the School Committee has invested in the staff.

Mrs. Sally B. Davis, Chairman, Board of Selectmen, echoed Mrs. Murray's sentiment that there would be no money spent on the Pollard building unless the Fall override passes. She noted that extending the length of the bond to ease the burden on the taxpayers might be considered.

Mr. James Hugh Powers concurred that the Pollard facility needs to be fixed. He expressed concern that in order to pass the debt exclusion override, the voters will need to be educated.

Mrs. Mary Ellen Hale indicated the time has come for a vote of confidence. She advised that we are paying the piper now because of the reduced capital improvement budget in the late 1980s.

Mr. William A. Zoppo agreed that the Pollard school needs renovation, but he feels a little deceived. The proposal here tonight is not the proposal he voted on last year.

A motion to amend was offered by Mr. William A Zoppo by adding after the word "Building" the words "provided that a complete capital improvement program be submitted to Town Meeting of all school needs prior to insertion of future articles concerning remodeling and renovation". Mr. Zoppo stated that Town Meeting must look at the complete picture.

Mrs. Claire Kroll Fusaro, School Committee member, advised that in 1989 a design feasibility study looked at the needs of all schools. In addition, the Future School Needs Committee looks at the school population figures every year.

Mr. David S. Tobin, Town Counsel, expressed concern about the form of the amendment. He explained that Bond Counsel must review the vote of any borrowing authorization at Town Meeting and must be satisfied that the Town has made a commitment. Mr. Tobin felt that Bond Counsel may disapprove the bonding with the amendment. The Moderator suggested that this amendment could be placed under the Omnibus Article.

Mr. Richard W. Gatto spoke in opposition of this proposal. He noted that the closing of the disposal will cost between \$6-\$8 million and additional classrooms will require additional staff. He would rather the School Committee come back with an overall plan on the basic necessities. Mr. Russell S. Broad, Jr. concurred that some renovations are necessary, but this plan presented tonight is a Cadillac plan and we need a Chevie plan. Mrs. Jill E. Owens expressed concern with the number of people getting up to complain when they do not attend the meetings. She suggested that the School Committee did, indeed, come in with a Chevie plan.

A motion to move the previous question on the main motion and the motion to amend was offered by Mr. Eugene S. McMorrow. The motion was presented and it passed by voice vote.

Mr. Zoppo's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 168 - No 53. Mr. Robert D. Hall, Jr. rose to request a roll call vote, but was not joined by the required twenty-five Town Meeting Members.

Discussion commenced under Article 24 (Operating Budget) with Mr. Frank E. Reardon offering a motion to amend to insert the following new line: 025 - Commuter Parking - \$85,000.; said sum to be raised from MBTA Commuter Receipts. The motion was presented and carried unanimously by voice vote.

The following amendments to the Operating Budget under Article 24 offered by Sally B. Davis were voted in the affirmative.

Description	No.	Request	Request
Police	401	\$1,998,949.	2,004,629.*

Mr. Frank E. Reardon that \$20,000. be transferred from the Parking Meter Fund.

The motion was presented and carried unanimously by voice vote.

Under Line Item 405, Police, Capital Outlay, a motion to amend was offered by Mr. Frank E. Reardon that \$76,200. be transferred from the Stabilization Fund. The motion was presented and carried unaninously by voice vote.

Fire	407	\$2,500,003.	2,004,629.*
Building	419	136,709.	139,443.*
Weights & Measures	423	7,288	7,434.*
DPW	501	2,481,306.	2,500,079.*

Under Line Item 501, DPW, Salaries, a motion to amend was offered by Mr. Frank E. Reardon that \$25,000. be transferred from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

Under Line Item 504, DPW, Capital Outlay, a motion to amend was offered by Mr. Frank E. Reardon that \$359,186. be transferred from the Stabilization Fund. The motion was presented and carried unanimously by voice vote.

Under Line Item 507, DPW, Snow & Emergency Expenses, a motion to amend was offered by Mr. Frank E. Reardon that \$90,000. be transferred from the Stabilization Fund. The motion was presented and carried unanimously by voice vote.

The following amendments to the Operating Budget under Article 24 offered by Sally B. Davis were voted in the affirmative.

Description	Line	Print	Amended
	No.	Request	Request
Board of Health	601	191,781.	195,616.*
Veterans' Services	606	40,385.	41.193.*

Under Line Item 606, Veterans' Services, Salaries, a motion to amend was offered by Mr. Frank E. Reardon that \$10,000. be transferred from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

Youth Commission	610	76,133.	79,390.*
Council On Aging	613	115,865.	119,866.*
Planning Board	701	68,353.	69,720.*
Conservation Commission	705	6,063.	6,184.*
Board of Appeals	709	5,000.	5,100.*

Under Line Item 801, Library, Salaries, a motion to change the amount from \$487,000. to \$497,692. was offered by Mrs. Sally B. Davis.

Under Line Item 801, Library, Salaries, a motion to amend was offered by Mr. Thomas M. Harkins that the amount of \$487,000. be increased by \$27,300. to \$514,300.; said sum of \$27,300. to be raised by transfer from the Stabilization Fund..

Under Line Item 803, Library, Books & Periodicals, a motion to amend was offered by Mr. Thomas M. Harkins that the amount of \$82,589. be increased by \$7,436. to \$90,025.; said sum of \$7,436. to be raised by transfer from the Stabilization Fund.

Mr. Harkins, Vice Chairman, Trustees of Needham Library, explained that the Library Trustees are seeking these increases so that the Library can meet the minimum state standards in two areas percentage of budget spent on books & periodicals (13%) and number of hours the library is open per week (63 hours per week). While the State

still provided some state aid, the Trustees would like to meet the minimum standards for the Town of Needham.

Mr. Joseph Vicidomino, Member of the Finance Committee, recommended that Town Meeting vote the budget as presented. Mr. Thomas O. Bean suggested that Town Meeting remember where the library was two years ago. Mrs. Sally B. Powers, Library Trustee, noted that the Library took a disproportionate cut a couple of years ago. Also speaking in favor of Mr. Harkins motions were Town Meeting Members Lynn D. Stern and George Tarallo.

Mr. Irwin Silverstein questioned the benefit of full certification. In response, Mr. Harkins noted that the town will receive \$5,000. in state aid and the town will get additional materials and hours of operation.

After a brief discussion, Sheila G. Pulver moved the previous question. The motion was presented and carried unanimously by voice vote.

Mr. Harkins motion to amend under Line Item 801, Library, Salaries, was presented and carried by voice vote.

Mrs. Davis' motion to amend under Line Item 801, Library, Salaries, was presented and carried unanimously by voice vote.

Mr. Harkins motion to amend under Line Item 803, Books/Periodicals, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and it carried by a count of hands. The hand count was Yes 187 - No 16.

Under Line Item 801, Library, Salaries, a motion was offered by Mr. Frank E. Reardon that the sum of \$27,300. be transferred from the Stabilization Fund and \$10,692. be transferred from the Reserve Fund.. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 185 - No 13.

The following amendment to the Operating Budget under Article 24 offered by Sally B. Davis was voted in the affirmative.

Description	Line No.	Print Request	Amended Request
Park and Recreation	807	236,608.	242,687.*
	(* IINANIMO	(211	

A motion to amend Line Item 416, Civil Defense, Salaries from \$3,000. to \$3,060. was offered by Mr. Robert D. Hall, Jr.

In response to an inquiry from Mr. Robert D. Hall, Jr. Mr. Gary Uhl explained that there was no increase in Line Item 416, Civil Defense, Salaries, because this position falls under Schedule C and is not subject to a cost of living increase. Furthermore, this position received a 50% increase last year.

Mr. Hall's motion to amend Line Item 416 was presented, but it failed to pass by voice vote.

ACTION: The main motion under Article 24 (Operating Budget) with the amendments thereto was then presented and carried unanimously by voice vote.

VOTED: That the Town raise and appropriate for the necessary charges and expenses as follows:

#### **TOWNWIDE EXPENSES:**

010.	Street lighting	\$378,000.
011.	Garbage collection	96,000.
012.	Insurance, general	547,470.
013.	Health insurance	3,980,000.
014.	Worker's compensation	487,600.
015.	Prop. self insurance	12,000.
016.	Unif. serv. self insurance	92,900.
017.	Unemployment compensation	30,000.
018.	Maturing bonds	829,944.
	(raised by transfer of \$5,000. from the sale of	
	assets, and the balance of \$824,944. from the	
	current tax levy.)	
019.	Bond interest	186,647.
020.	Contributory retirement	2,892,323.
021.	Chapter 32 retirement	210,000.
022.	MWRA sewer assessment	3,452,000.
023.	MWRA water assessment	93,703.
024.	Minuteman Voc. assessment	487,324.
025.	Commuter Parking	85,000.
	(Raised by MBTA commuter receipts)	

#### GENERAL GOVERNMENT

DO	AD	n c	286	CHOK	E2/20	TRACTICA AT
HA I	AK	17 V	) P	SEL.	ara . I	MEN:

	di Selectiviti.	
101.	Salaries	\$290,189.
102.	Purchase of Service	153,708.
103.	Expenses	20,750.
104.	Capital Outlay	5,000.
105.	Travel Out of State	600.

OWN CLERK:	
106. Salaries	70,859.
107. Purchase of service	2,716.
108. Expenses	1,900.
109. Travel Out of State	55.

### BOARD OF REGISTRARS:

110. Salaries	45,006.*
111. Purchase of service	20,100.
112. Expenses	1,510.
113. Tellers & Canvassers	17,250.
114. Capital Outlay	0.
•	

#### LEGAL:

115.	Salaries	44,070.
116.	Purchase of Service	88,000.
117.	Expenses	1,180.

1,046.

### PERSONNEL BOARD:

1	18.	Salarie	8

#### **FINANCE**

### A CCCCCCODC

ASSESSORS	
201. Salaries	181,199.
202. Purchase of service	35,925.
203. Expenses	9,995.
204. Capital Outlay	0.
•	

#### FINANCE DEPARTMENT:

205. Salaries	510,691.
206. Purchase of Service	444,132.
207. Expenses	68,093.
208. Capital Outlay	850.

### 209. Travel Out of State FINANCE COMMITTEE:

210. Salaries 12,150.

211. Expenses 212. Reserve Fund	500. 490,734.*	PUBLIC WORKS: 501. Salaries	2 600 030
Ziz. Rowive I und	490,734.*	(Raised by transfer of \$25,000, from the	2,500,079.
CONTRIBUTORY RETIREMENT:		Parking Meter Fund and the balance of	
213. Salaries	40,945.	\$2,475,079. from the current tax levy.)	
214. Purchase of service	1,280.	502. Purchase of Service	1 422 250
215. Expenses	2,175.	503. Expenses	1,433,250.
art ampriore	2,175.	504. Capital Outlay	468,080.
EDUCATION:		(raised by transver of \$359,186. from the	359,186.
301. Salaries	16,322,750.	Stabilization Fund.)	
302. Administration	82,580.	505. Travel Out of State	200.
303. Instruction	769,961.	506. Snow & Emergency Salary	60,000.
304. Other School Services	95,867.	507. Snow & Emergency Expenses	90,000.
305. Transportation	491,507.	(raised by transfer of \$90,000. from the	90,000.
306. Operation/Maintenance	931,100.	Stabilization Fund.)	
307. Community Service	66,626.	Stabilization Fund.)	
308. Fixed assets	0.	HUMAN SERVICES	
309. Tuitions	957,637.	HUMAN SERVICES	
310. Travel out of state	0.	BOARD OF HEALTH:	
311. Capital Outlay	0.	601. Salaries	105 616
311. Capital Guday	0.	602 Purchase of service	195,616.
TOTAL: EDUCATION	\$10.719.009		81,641.
TOTAL: EDUCATION	\$19,718,028.	603. Expenses	9,750.
DIDI IC CAFETY		604. Capital Outlay	0.
PUBLIC SAFETY		605. Travel Out of State	0.
POLICE:		VETERANS' SERVICES:	
401. Salaries - regular	2,004,629.	606. Salaries	41,193.
(raised by transfer of \$20,000. from		(Raised by transfer of \$10,000. from the	41,175.
Parking Meter Fund and the balance from the current tax levy.)		Parking Meter Fund and the balance of \$31, from the current tax levy.)	193.
402. Salaries - overtime	321,121.	607. Expenses	3,200.
403. Purchase of Service	70,708.	608. Benefits	41,610.
404. Expenses	148,409.	609. Expenses - Parking Clerk	2,675.
405. Capital Outlay	87,500.	007. Expenses - I arang Clerk	2,075.
(raised by transfer of \$76,200. from		YOUTH COMMISSION:	
Stabilization Fund and the balance of		610. Salaries	79,390.
from the current tax levy.)	1 411,500.	611. Expenses	2,270.
406. Travel Out of State	500.	612. Capital Outlay	0.
FIRE:		COUNCIL ON AGING:	
407. Salaries - regular	2,502,520.	613. Salaries	119,866.
408. Salaries - overtime	445,000.	614. Purchase of Service	950.
409. Purchase of service	98,475.	615. Expenses	3,170.
410. Expenses	150,855.	616. Capital Outlay	1,250.
411. Capital Outlay	0.		
412. Out of State Travel	1,400.	COMMISSION ON DISABILITIES:	
413. Education/Career incentive	33,500.	617. Expenses	513.
414. In-service training	97,000.		
415. Salaries O/T Alarm Div.	10,000.	DEVELOPMENT	
CIVIL DEFENSE:		PLANNING BOARD:	
416. Salaries	3,000.	701. Salaries	69,720.
417. Expenses	15,000.	702. Purchase of Service	3,200.
418. Capital Outlay	0.	703. Expenses	1,947.
416. Capital Odday	0.	704. Capital Outlay	0.
BUILDING:		, on our own,	
419. Salaries	139,443.	CONSERVATION COMMISSION:	
420. Purchase of service	880.	705. Salaries	6,184.
421. Expenses	3,325.	706. Purchase of Service	3,429.
422. Capital Outlay	2,000.	707. Expenses	1,150.
•	2,000	708. Capital Outlay	0.
SEALER OF WEIGHTS & MEASURES:		DOLDE OF ABBUAY C	
423. Salaries	7,434.	BOARD OF APPEALS:	
424. Expenses	1,902.	709. Salaries	5,100.
425. Purchase of service	0.	710. Expenses	3,100.
		711. Capital Outlay	0.
		HISTORICAL COMMISSION:	
<u>PUBLIC FACILITIES</u>		712. Expenses	513.

#### **CULTURAL AND LEISURE SERVICES**

812. Capital Outlay

LIBRARY:	
801. Salaries	524,992.
(Raised	by transfer of \$27,300. from the
Stabiliz	zation Fund and the balance of \$497,692.
from the	ne current tax levy.)
802. Purchase of Service	e 69,725.
803. Books & Periodica	als 90,025.
(Raised	by transfer of \$7,436. from the
Stabiliz	zation Fund and the balance of
\$82,58	9. from the current tax levy.)
804. Expenses	16.650.
805. Capital Outlay	0.
806. Travel Out of State	е 0.
PARK & RECREATIO	N:
807. Salaries	242,687.
808. Expenses	25,489.
809. Purchase of Service	e 23,416.
810. Capital Outlay	0.
MEMORIAL PARK:	
811. Expenses	615.

\* See final amendment for Line Items 106, 110, and 212 under Article 60: Omnibus Article.

At 11:10 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 13, 1992, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Eaton, CMC, Town Clerk

#### ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 13, 1992

Pursuant to adjournment of the Annual Town Meeting held May 11, 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 13, 1992, at 7:30 P.M.

Check lists were used and 246 voters were checked on the list as being present, including 227 Town Meeting Members.

Rev. Gordon C. Swan, Pastor, First Baptist Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

A motion to reconsider Article 14 was offered by Mr. Charles W. Wyckoff for the purpose of further discussing the salary of the Town Clerk. Mr. Wyckoff stated that the position of Town Clerk has fallen below those of surrounding Town Clerks and also that of other department heads in the Town Hall. He explained that the Personnel Board in an emergency meeting voted to review the position of Town Clerk and the vote was split two-to-two with one abstaining. Thus, this request is not from the Personnel Board, but from Mr. Wyckoff as a Town Meeting member.

Mr. Carl Valente, Town Administrator, addressed this proposal. He noted that the position of Town Clerk is not compensated properly. He also explained that the position is unique in that it is the only full time elected position in Town and that other department heads have an appointing authority to represent them in personnel matters while the Town Clerk does not. He strongly urged support of this motion

Mr. Gary Uhl, Chairman of the Personnel Board, advised that his board did not come to a clear decision and thus cannot make a recommendation tonight, but that the Board will review the position in the Fall. He noted that the Personnel Board can make a recommendation that can be retroactive to an earlier period of time.

Mr. H. Phillip Garrity, Jr., Selectman, commended Mr. Wyckoff and supported his motion. He explained that the Moderator shared his concern and two Personnel Board members, two Selectmen, the Town Administrator and the Personnel Director all met at the home of the Moderator to try to resolve this issue. He explained that under Massachusetts General Laws Chapter 41, Section 108, it is the function of Town Meeting to set the salaries of elected officials. This issue has not been addressed for two years and it is time to do so. He further explained that Olney Associates did review this position and it was their recommendation that the position of Town Clerk should be classified at the M-2 level. No one can come into the Town Hall and not recognize that the position is full time and comparable to the other department heads. The second criteria - those Town Clerks in surrounding towns shows that the average for a town the size of Needham is \$44,756.

Mr. Garrity suggested that there are two problems - a short term problem which can be solved tonight, and the long term problem of addressing the management positions of all departments in Town Hall.

Mr. Richard P. Melick, Town Moderator, advised Town Meeting Members that after last Monday Carl Valente, Town Administrator, expressed concern that no one advised Town Meeeting that the Olney survey had been done and recommended an M-2 for the position of Town Clerk with a salary range of \$41,509. to \$49,538. The Moderator advised that \$44,000. is an appropriate response for a short term solution and the Personnel Board has indicated a willingness to address the long term solution.

Mr. James Hugh Powers congratulated officials on bringing this article back to Town Meeting. He indicated that the salary is still low. The duties of the Town Clerk are statutory and it is clear that the salary has not kept up with the times.

A motion to move the previous question was offered by Mrs. Meredith P. Page. The motion was presented and carried by voice vote.

Mr. Wyckoff's motion to reconsider Article 14 was presented and carried by voice vote.

### **ARTICLE 14: ELECTED OFFICIALS' SALARIES**

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,000.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

or take any other action relative thereto.

MOVED: that the Town fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,000
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.

VOTED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$42,840.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

And that the Personnel Board be directed to evaluate the office of Town Clerk and report to the next Town Meeting or sooner with a management classification for the office of Town Clerk.

A motion that the main amended motion under Article 14 be amended by deleting the words "Town Clerk \$42,840." and inserting in place thereof the words "Town Clerk \$44,000." to be funded in part by raising \$1,160. from the Reserve Fund.

Mrs. Mary Ellen Hale questioned the wording in the article "as recommended by the Personnel Board". She indicated that this proposal is not recommended by the Personnel Board and suggested that the appropriate time and place to address this issue is through the Personnel Board's recommendation.

Mr. James Hugh Powers advised that he usually concurs with the Finance Committee and the Personnel Board, but these committees can make errors. He further suggested that the Personnel Board has not properly addressed this article and that it is time to take appropriate action.

A motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried by voice

ACTION: Mr. Wyckoff's motion to amend the main amended motion was presented, but the Moderator was in doubt as to the voice vote. The motion was presented again and the Moderator was still in doubt. Town Meeting Member Betsy M. Tedoldi was sworn in as a teller by the Moderator. The motion was presented again and it carried by a count of hands. The hand count was Yes 118 - No 94.

VOTED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1992 as required by General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$44,000.
to be funded in part by rais	ing
\$1,160. from the Reserve F	und.
Selectman, Chairman	1,800.
Selectman, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

And that the Personnel Board be directed to evaluate the office of Town Clerk and report to the next Town Meeting or sooner with a management classification for the office of Town Clerk.

### ARTICLE 25: ACCEPT MGL CHAPTER 40, SECTION 22F (SETTING MUNICIPAL FEES AND CHARGES)

To see if the Town will vote to accept the provisions of MGL Chapter 40, Section 22F, as added by Section 123 of Chapter 138 of the Acts of 1991; or take any other action relative thereto.

SUMMARY: By accepting the provisions of MGL Chapter 40, Section 22F Town boards, officers and department heads may aet certain reasonable fees and charges for the issuance of permits, licenses or certificates and the performance of work or services for a person or class of persons, and, if those fees and charges are currently established by statute, they may be increased beyond the statutory level. All revenues from fees or charges must be paid into the Town treasury. If no permit or license is being issued, charges may be imposed upon a person under Section 22F only to the extent that work is being done or services are being provided for the benefit or at the request of that person. Where a charge is not imposed for the benefit of or at the request of the person who must pay, the officer or board imposing the charge has no power under Section 22F to vary the fee schedule established by statute or local law.

New fees and charges will go into effect when they are adopted. Certain fees and charges, as outlined in Section 22F, cannot be set under that Section.

MOVED: That the Town accept the provisions of M.G.L. Chapter 40, Section 22F, as added by Section 123 of Chapter 138 of the Acts of 1991.

Mrs. Marcia M. Carleton addressed this proposal on behalf of the Board of Selectmen. She indicated that this law allows the town to set fees otherwise set by state statute. This does not include liquor licenses or penalties.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 26: TRANSFER OF UNDESIGNATED FUND BALANCE (FREE CASH)

To see if the Town will vote to transfer a sum from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1993; or take any other action relative thereto.

MOVED: That the Town transfer the sum of \$747,000. from the Undesignated Fund Balance Account to meet, in part, appropriations made at this Town Meeting, and authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1993.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 27: ACCEPT MGL CHAPTER 59, SECTION 5, SUBSECTION 41A (RAISING GROSS RECEIPTS LIMIT)

To see if the Town will vote pursuant to the provisions of MGL Chapter 59, Section 5, cl.41A, as amended, to raise the maximum

qualifying gross receipts amount, for purposes of deferring property taxes, from \$20,000 to \$30,000; or take any other action relative thereto.

SUMMARY: Clause 41A of Section 5 of General Laws Chapter 59 permits a tax deferment for taxes imposed upon real estate "occupied" as a domicile by a taxpayer who is 65 years of age or more. A recent amendment of clause 41A permits Town Meeting to adopt a maximum qualifying gross receipts amount of up to \$40,000 rather than the statutory \$20,000. The Council On Aging has recommended that the Town raise the maximum qualifying gross receipts amount to \$30,000. This increase would permit qualifying taxpayers to elect to defer the entire real estate tax otherwise imposed on the domicile until the property is sold or the owner dies, at which time all deferred taxes, plus interest at the rate of 8 percent per year, must be paid. The total taxes deferred for the current year and all prior years, plus interest, cannot exceed 50 percent of the owner's share of the fair cost value of the property. A tax deferral is claimed and an application for deferral must be filed annually.

MOVED: That the Town raise the maximum qualifying gross receipts amount for purposes of deferring property taxes from \$20,000. to \$30,000. pursuant to the provisions of M.G.L. Chapter 59, Section 5, cl. 41A, as amended.

A motion to amend was offered by Mrs. Marcia M. Carleton by adding new language to the end thereof so that as amended the motion reads:

That the Town raise the maximum qualifying gross receipts amount for purposes of deferring property taxes from \$20,000. to \$30,000. pursuant to the provisions of M.G.L. Chapter 59, Section 5, cl. 41A, as amended; said acceptance to be effective for immplementation on July 1, 1992.

Mr. Peter B. Johnson addressed this proposal. He explained that this article deals with deferrals for senior citizens and Article 28 deals with exemptions. The deferral may be all of the real estate tax or a portion thereof. When the house is sold, the real estate tax plus 8% interest becomes due. Once the deferral reaches 50% of the full and fair value of the property, no additional taxes may be deferred although the interest may continue. This would not force the sale of the house. This deferral does reduce taxes available for the budget. However, deferrals eventually come back to the tax base. There were 28 deferrals in FY1991 totaling \$51,365. and 28 deferrals in FY1992 totaling \$59,528. This article proposes to raise the maximum income level from \$20,000. to \$30,000.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Connell. The motion was presented and carried by voice vote.

Mrs. Carleton's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town raise the maximum qualifying gross receipts amount for purposes of deferring property taxes from \$20,000. to \$30,000. pursuant to the provisions of M.G.L. Chapter 59, Section 5, cl. 41A, as amended; said acceptance to be effective for implementation on July 1, 1992.

### ARTICLE 28: ACCEPT MGL CHAPTER 126 OF THE ACTS OF 1988 (INCREASE PROPERTY TAX EXEMPTION)

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; said acceptance to be effective for implementation on July 1, 1992; or take any other action relative thereto.

SUMMARY: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to those taxpayers who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Application for the exemption must be made annually.

MOVED: That the Town accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988; said acceptance to be effective for implementation on July 1, 1992.

Mrs. Marcia M. Carleton addressed this proposal. She explained that this article offers tax assistance to those in need. The new law doubles the existing exemptions. However, she advised that a taxpayer can never pay less the second year than was paid the first year. Mrs. Carleton also noted the Town exempted \$100,000. and the State reimbursed \$54,000., but not to anticipate additional state reimbursement if the exemption is increased.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 29 was previously adopted on Monday, May 11, 1992.

### ARTICLE 30: AUTHORIZATION TO BORROW (LANDFILL ENGINEERING)

To see if the Town will vote to raise and appropriate the sum of \$200,000. for engineering service to comply with the Commonwealth's Department of Environmental Protection requirements to close the Sanitary Landfill; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$200,000. for engineering service to comply with the Commonwealth's Department of Environmental Protection requirements to close the Sanitary Landfill; said sum to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow \$200,000. for a period of time up to 5 years under M.G.L. Chapter 44, Section 7(22).

Mrs. Sally B. Davis, Chairman, addressed this proposal on behalf of the Board of Selectmen. She explained that this article is part of the capital improvement plan and urged its support. Mrs. Davis advised that the estimated cost of closing the Landfil is \$6,000,000. which will be done in three segments. She also advised that there is a possibility of getting some ground cover from the Boston Harbor Tunnel and the Boston Garden.

Mr. Frank E. Readon, Chairman, noted that the Finance Committee is in accord with the Board of Selectmen on the capital improvement articles with the exception of the purchase of the fire truck which they feel should be postponed until next year.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 31: AUTHORIZATION TO BORROW (SEWER SYSTEM REHABILITATION)

To see of the Town will vote to raise and appropriate the sum of \$250,000. to rehabilitate certain portions of the sanitary sewer system; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$250,000. to rehabilitate certain portions of the sanitary sewer system; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$250,000. for a period of time up to 30 years under M.G.L. Chapter 44, Section 7(1).

Mr. John D. Marr, Jr., Selectman, addressed this proposal. He explained that the leakage repair has been going on for several years and that the Town is mandated to rehabilitate the sewer system.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLES 32 and 33 were unanimously adopted on May 4, 1992.

### ARTICLE 34: AUTHORIZATION TO BORROW (WATER SYSTEM REHABILITATION)

To see if the Town will vote to raise and appropriate the sum of \$500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining and replacement and pumping station improvements; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$500,000. for a period of time up to 40 years under M.G.L. Chapter 44, Sections 8(5) and 8(6).

Mr. John D. Marr, Jr., Selectman, explained that the water system in Needham must be maintained and that it is better than most in the state.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 35 was unanimously adopted on May 4, 1992.

### ARTICLE 36: AUTHORIZATION TO BORROW (REPAIRS TO DPW BUILDING)

To see if the Town will vote to raise and appropriate the sum of \$88,000. to replace overhead doors, paint the exterior of the Public Works Building, and install environmental control system on underground fuel tanks; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$88,000. to make extraordinary repairs to the Public Works Building including replacing overhead doors and installing environmental control system on underground fuel tanks; that to meet this appropriation the Treasurer,

with the approval of the Selectmen is authorized to borrow \$88,000. for up to twenty years under M.G.L. Chapter 44, Section 7(3A).

Mr. John D. Marr, Jr., Selectman, explained that this proposal is an attempt to keep town structures in repair.

In response to an inquiry from Mr. Robert Todd Pratt, Mr. Marr explained that in the past the Department of Public Works had a larger staff which enabled them to do in-house repairs such as painting. Because of the reduced staff, the painting is now contracted out. Mr. Marr noted that there were 96 DPW employees in 1980 and 72 DPW employees in 1992.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 37: AUTHORIZATION TO BORROW (REPAIRS TO TOWN HALL)

To see if the Town will vote to raise and appropriate the sum of \$225,000. to make repairs to the Town Hall roof, replace underground fuel tanks, remove or encapsulate asbestos; and make other general repairs; determine how such sum should be raised and how expended; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$225,000. to make repairs to the Town Hall roof, replace underground fuel tanks, remove or encapsulate asbestos; and make other general repairs; said sum to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow \$225,000. for up to twenty years under M.G.L. Chapter 44, Section 7(3A) or up to ten years under M.G.L. Chapter 44, Section 7(31).

Mr. H. Phillip Garrity, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen.

Mr. Robert Y. Larsen expressed concern that the Town Hall has great historical beauty and value and he does not want this beauty of the building diminished.

ACTION: The main motion was presented and carried unanimously by voice vote.

#### ARTICLE 38: AUTHORIZATION TO BORROW (AMBULANCE)

To see if the Town will vote to raise and appropriate the sum of \$85,000. for the purchase of an Ambulance for the Fire Department; to be spent under the direction of the Board of Selectmen; determine how such sum shall be raised; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$85,000. for the purchase of an Ambulance for the Fire Department; said sum to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the "Selectmen is authorized to borrow \$85,000. for up to five years under M.G.L. Chapter 44, Section 7(9), or for such maximum term, not exceeding fifteen years as may be approved by the emergency finance board.

Fire Chief Robert DiPoli addressed this proposal to replace the Town's Emergency Ambulance. The ambulance scheduled for replacement is a 1988 and has had all kinds of problems since the first year. Chief Dipoli explained that there has been a great deal of progress in the past 20 years. There is now a teamwork effort on emergency calls including the Fire Department EMTs and hospital paramedics. The individual can now be stabilized by the time the ambulance reaches the

hospital. Twenty years ago the Fire Department was basically a transportation company.

Mrs. Marcia M. Carleton explained that she served on a committee to study the feasibility of having a team of paramedics to serve the area. The decision was not to have paramedics in the ambulance, but to go to where the town ambulance is located in an emergency. She also explained that the proposed ambulance is slightly higher than the emergency roof entrance, but this problem can be solved. In response to Mrs. Joan Johnson, the Fire Chief indicated that the ambulance would stop just short of the overhang at the emergency entrance.

In response to an inquiry from Mr. Andrew J. Oliveri, Chief DiPoli advised that there will be no change in the method of operation. The ambulance may be on another call and the fire truck can start emergency procedures.

In response to Mrs. Rachel Spector, Chief DiPoli noted that the Fire Department can only charge for ambulance service what is allowed by Medicare.

Mr. Carl Valente, Town Administrator, advised that the cost of operation and contracting out to a third party is similar, but the cost to residents for an outside ambulance contractor would be much higher.

A motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 39: AUTHORIZATION TO BORROW (FIRE TRUCK)

To see if the Town will vote to raise and appropriate the sum of \$425,000. for the purchase of a Fire Truck for the Fire Department; to be spent under the direction of the Board of Selectmen; determine how such sum shall be raised; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$425,000. for the purchase of a Fire Truck for the Fire Department; said sum to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow \$425,000. for up to twenty five years under M.G.L. Chapter 44, Section 7(9), or for such maximum term, not exceeding fifteen years, as may be approved by the emergency finance board.

Mr. H. Phillip Garrity, Jr., Selectman, addressed this proposal. He stated that the Board of Selectmen and the Finance Committee has had a good working relationship and this is the only article on which the two boards disagree. The Board of Selectmen feel that if the Fire Truck is ordered this year, it would find itself in the 1996 bonding year because there is an 18 to 24 month lead time in ordering the truck. The Board of Selectmen is concerned that the vehicle to go into reserve is a 1977 model and the lead time presented a potential safety problem.

Chief DiPoli explained the need for a new Fire Truck and attempted to show through slides and a tape what the Town would be purchasing. The proposed purchase of the Quint Truck is a combination aerial ladder and pumper and will replace a 1955 Aerial Ladder and a 1972 Pumper.

Mrs. Cynthia J. Chaston, Vice Chairman, addressed this proposal on behalf of the Finance Committee. She advised that the Finance Committee recommends that the purchase of this vehicle be postponed until next year. The Finance Committee appreciates the capital

improvement plan prepared by the Town Administrator and the Board of Selectmen. However, the Finance Committee feels that the debt service should be kept to about \$1,000,000. per year. The purchase of the Fire Truck would preclude the Town from any other borrowing projects in Fiscal Year 1994. It is not fiscally prudent to do everything at once. Of the \$900,000. in savings, \$500,000. was appropriated the other night to fund the budget and an additional \$30,000. was appropriated for the Library. If it is not absolutely critical, then the Finance Committee recommends waiting until next year.

In response to an inquiry from Mrs. Mary Ellen Hale, Fire Chief DiPoli advised that the Fire Department can get back on track with the Mutual Aid with the new Fire Truck.

Mr. Edward Nowak, Jr. concurred with the Finance Committee to put the purchase of the Fire Truck on hold until next year.

In response to an inquiry from Mr. John F. Connell, Chief DiPoli explained that a 75 foot ladder is a standard size. Although there are no 7 story buildings, there are areas going into a building in which you must avoid wires and trees.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and passed by voice vote.

Mrs. Meredith P. Page was sworn in as Teller by the Moderator.

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 155 - No 40.

#### ARTICLE 40: PARKING METER REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$10,000. for the replacement of certain on-street parking meters located within the Town; payment for such meters to be made from the Parking Meter Fund; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$10,000. for the replacement of certain on-street parking meters located within the Town; payment for such meters to be made from the Parking Meter Fund.

A motion to postpone Article 40 indefinitely was offered by Mr. John D. Marr, Jr. The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 41 was unanimously withdrawn on May 4, 1992.

ARTICLES 42 and 43 were unanimously adopted on May 4, 1992.

### ARTICLE 44: AMEND GENERAL BY-LAWS SECTION 2.1 (PURCHASING PROCEDURES)

To see if the Town will vote to adopt procurement procedures for the purchase and disposal of supplies and interests in real estate by the Board of Health and the Glover Memorial Hospital. The term "supplies" as used herein has the same meaning as defined by M.G.L. Chapter 30B, Section 2.; or take any other action relative thereto.

MOVED: That the Town adopt procurement procedures for the purchase and disposal of supplies and interests in real estate by the Board of Health and Glover Memorial Hospital. The term "supplies" as used herein has the same meaning as defined by M.G.L. Chapter 30B, Section 2.

voice vote.

The Moderator announced that Mrs. Davis will ask Town Meeting to vote down the main motion and that she will then propose another main motion.

Mr. David S. Tobin, Town Counsel, advised that the State Legislature amended the Procurement Act and that the purpose of this article is to comply with the amendments. The State law exempts Boards of Health from compliance with the Procurement Act, but the Board of Selectmen would like the Board of Health to be treated the same as the other departments. As far as the hospital is concerned, it is a different situation. The hospital has a much larger budget and there is a much greater magnitude of purchasing. Therefore the Board of Selectmen decided to put this in the General By-Laws.

The main motion was presented, but it failed to pass by

MOVED: That the Town amend General By-Laws Section 2.1.3 by inserting a new first paragraph to proceed the existing text as amended under Article 43. The new first paragraph shall read as follows:

"The Town and all of its departments excluding the Board of Health and the Glover Memorial Hospital, shall comply with the procurement procedures of General Laws Chapter 30B, as it may from time to time be amended. The Board of Health shall follow the procurement procedures of General Laws Chapter 30B with respect to the purchase and disposal of supplies and interests in real estate. The term "supplies" as used herein has the same meaning as defined in Section 2 of said Chapter 30B. The Board of Trustees of the Glover Memorial Hospital shall adopt a Procurement Policy for the Hospital, which Policy and any amendments thereto shall be effective only upon approval by the Board of Selectmen.

ACTION: The other main motion was presented and carried unanimously by voice vote.

At 11:00 P.M. Mr. Lee B. Manning moved that the Annual Town Meeting stand adjourned to Monday, May 18, 1992, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Eaton, CMC, Town Clerk

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#### ADJOURNED ANNUAL TOWN MEETING

Monday, May 18, 1992

Pursuant to adjournment of the Annual Town Meeting held May 13, 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, May 18, 1992, at 7:30 P.M.

Check lists were used and 254 voters were checked on the list as being present, including 231 Town Meeting Members.

Mr. Paul Gardner, First Church of Christ Scientist, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

### ARTICLE 45: AMEND GENERAL BY-LAW SECTION 1.3 (MAILING OF NOTIFICATION OF TOWN MEETINGS)

To see if the Town will vote to amend the General By-laws, Section 1.3 "Mailing of Notification" by deleting the current section in its entirety and inserting the following in place thereof:

"In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence in the Town a copy of the Warrant for each Annual Town Meeting. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said notification should be mailed at least ten days or be delivered at least seven days before the time named in the Warrant for holding said meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles of all Special Town Meeting Articles to be printed in a local newspaper."; or take any other action relative thereto.

MOVED: That the Town amend the General By-laws, Section 1.3 "Mailing of Notification" by deleting the current section in its entirety and inserting the following in place thereof:

"In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence in the Town a copy of the Warrant for each Annual Town Meeting. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said notification should be mailed at least ten days or be delivered at least seven days before the time named in the Warrant for holding said meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles of all Special Town Meeting Articles to be printed in a local newspaper."

A motion to amend was offered by Mr. James Hugh Powers by striking out the last sentence and by inserting in place thereof the following sentence: The Town Clerk shall cause the texts of Special Town Meeting articles to be published in full in a newspaper having general circulation in the Town.

Mrs. Sally B. Davis, Chairman, addressed this proposal on behalf of the Board of Selectmen. This article is basically an attempt to save costs in printing Special Town Meeting Warrants in the local newspaper which can run up to \$4,000. in advertising costs on a technical warrant.

Mr. James Hugh Powers advised that some expenses are necessary for the maintenance of the Democratic process. He suggested that some titles can be misleading and that it is a necessary and appropriate expense to inform the citizens of the town.

In response to an inquiry from Mr. Peter B. Johnson, Mrs. Davis advised that the Special Town Meeting Warrants will be mailed to residents upon request and they will be available at the Town Hall and the Library.

Mr. Daniel P. Messing concurred with Mr. Powers that titles can be deceiving and that the complete Special Town Meeting Warrants should be printed in the local newspaper.

A motion to amend was offered by Mrs. Susan W. Abbott by adding after the word "titles" the words "and a synopsis".

Mrs. Jane A. Howard advised Town Meeting that the Annual Town Meeting Warrant is currently mailed to all residents and the Special Town Meeting Warrant is printed in the local newspaper.

Mr. James Hugh Powers advised that the legal and democratic rights of our 18,000 voters are of major importance.

A motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried by voice vote.

Mr. Powers' motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 85 - No 126.

In response to an inquiry from Mr. Gerald R. Browne, Mrs. Davis advised that the Board of Selectmen is in favor of Mrs. Abbott's motion to amend.

Mrs. Abbotts' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote. Mr. Daniel P. Matthews rose to request a count of hands and was joined by at least seven (7) Town Meeting Members. The motion was again presented and carried by a count of hands. It was Yes 183 - No 31.

VOTED: That the Town amend the General By-laws, Section 1.3 "Mailing of Notification" by deleting the current section in its entirety and inserting the following in place thereof:

"In addition to such required notification, the Town Clerk shall cause to be delivered or mailed to each place of residence in the Town a copy of the Warrant for each Annual Town Meeting. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member a copy of the Warrant for each Special Town Meeting. Said notification should be mailed at least ten days or be delivered at least seven days before the time named in the Warrant for holding said meeting. Said delivering or mailing shall not, however, constitute any part of the posting of said Warrant. The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Special Town Meeting. The Town Clerk shall cause the titles and a synopsis of all Special Town Meeting Articles to be printed in a local newspaper."

ARTICLE 46 was unanimously adopted on May 4, 1992.

## ARTICLE 47: AMEND GENERAL BY-LAW SECTION 1.11.1 (b) (CITIZENS' PETITION) (NUMBER OF SCHOOL COMMITTEE MEMBERS)

To see if the Town will vote to reduce the number of members of the School Committee from seven to five, such reduction to take place in the manner prescribed by MGL. Chapter 41, Section 2, by amending General By-laws, Section 1.11.1(b) by deleting the word "Seven" in clause (b) and inserting in place thereof the word "Five"; or take any other action relative thereto.

MOVED: That the Town reduce the number of members of the School Committee from seven to five, such reduction to take place in the manner prescribed by MGL. Chapter 41, Section 2, by amending General By-laws, Section 1.11.1(b) by deleting the word "Seven" in clause (b) and inserting in place thereof the word "Five".

Mr. James Hugh Powers addressed this proposal to reduce the number of elected School Committee members. The purpose of this article is to diminish target voting, reduce micro-management, and reduce potential quorum problems. Mr. Powers indicated that there will be political consequences regardless of whether or not this article passes.

Mr. Gerald A. Wasserman, Member, spoke in opposition of this proposal on behalf of the School Committee. He noted that the School Committee voted unanimously to oppose this article. He suggested that reducing the size of the committee would also reduce the diversity of the committee and increase the workload of each member. He further indicated that shorter meetings and more efficiency depends on the personalities of the members. He also noted that the present School Committee doesn't have time for micromanagement. He advised that each School Committee member is a liaison to one of the seven PTCs. in Needham which would not be possible with only five members. Mr. Wasserman also indicated a need to deal with the state legislature on educational issues. He suggested that the Town would gain almost nothing and would lose the diversity of the seven member committee.

Mr. Charles W. Wyckoff advised that he was on the School Committee when it consisted of only six members and that the School Committee is a policymaking board. He indicated that at the present time the School Committee is involved in so many areas that it has no time to make policy. He urged support of this proposal.

Mr. Russell S. Broad, Jr. also spoke in favor of this proposal. He noted that the School Committee members have lost the trust of a large segment of the population. He sited the worst economy in years occurred in 1992 and still the Needham teachers received pay raises in excess of other town-wide departments while retired teachers and retirees in the State received no increase since 1988. He expressed concern that the School Committee is not being fiscally responsible and it is time to respond to Town Meeting instead of hiding behind state laws. Mr. Broad suggested that the School Committee is leading the town to forced annual overrides and all but the newest elected School Committee member is not making economic sense.

Mrs. Sheila G. Pulver and Mrs. Mary Ellen Hale expressed concern that Mr. Broad was addressing personalities and not the substance of the article. The Moderator advised that Mr. Broad is talking about the finances of the town and the significance of the School Committee's actions.

The following Town Meeting Members spoke in opposition to this proposal: Richard B. Weitzen, Marc S. Chase, and Carol Johnson Boulris. Mr. William J. Miles spoke in favor of this proposal.

A motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but it failed to pass by voice vote. At least seven Town Meeting Members rose to request a division. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 65 - No 158.

ARTICLE 48 was unanimously adopted on May 4, 1992.

### ARTICLE 49: AUTHORIZE SELECTMEN TO CONTRACT WITH RECYCLING FACILITY

To see whether the Town, pursuant to authority granted under Massachusetts General Laws, Chapter 40, Section 8H, as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a Materials Recovery Facility, for the purpose of sorting and processing recyclable materials for delivery to end markets and subsequent reuses; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to enter into a contract with the owner or operator of a Materials Recovery Facility for a period of up to 20 years for the purpose of sorting and processing recyclable materials for delivery to end markets and subsequent reuses.

A motion to refer the substance of the article back to the Board of Selectmen for further study was offered by Mrs. Sally B. Davis. She advised that the Recycling Committee voted unanimously to recommend that the town not get involved at this time. Mrs. Davis noted that the Board of Selectmen will continue to pursue regional approaches to recycling.

The motion to refer was presented and it carried unanimously by voice vote.

### **ARTICLE 50:** HOME RULE PETITION - REDISTRICTING

To see if the Town will vote to direct the Selectmen under Section 7 of Chapter 54 of the General Laws to adapt the precincts of the Town to changes of congressional and/or state legislative districts created by the General Court or by court orders in the year 1992; and if necessary to petition the General Court, under Section 8 of the Home Rule Amendment of the Constitution of the Commonwealth, for such special legislation as the Board of Selectmen may recommend to adapt the precincts to changes of Congressional and/or legislative districts created by the General Court or by court orders in the year 1992; any such adaptions to conform to the requirements of Section 5 of Chapter 403 of the Acts of 1971; or take any other action relative thereto.

MOVED: That the Town direct the Selectmen under Section 7 of Chapter 54 of the General Laws to adapt the precincts of the Town to changes of congressional and/or state legislative districts created by the General Court or by court orders in the year 1992; and if necessary to petition the General Court, under Section 8 of the Home Rule Amendment of the Constitution of the Commonwealth, for such special legislation as the Board of Selectmen may recommend to adapt the precincts to changes of Congressional and/or legislative districts created by the General Court or by court orders in the year 1992; any such adaptions to conform to the requirements of Section 5 of Chapter 403 of the Acts of 1971.

Mr. James Hugh Powers explained that the purpose of this article is to give the Board of Selectmen authority to adapt precincts to possible changes in the congressional and/or state legislative districts.

ACTION: The motion was presented and carried unanimously by voice vote.

ARTICLES 51 and 52 were adopted unanimously on May 4, 1992.

### ARTICLE 53: ESTABLISH ELECTROMAGNETIC RADIATION STUDY COMMITTEE (CITIZENS'PETITION)

To see if the Town will vote to authorize the Board of Selectmen to establish an Electromagnetic Radiation Study Committee; said committee to determine the distribution and intensity levels of the various types of electromagnetic radiation presently existing within the Town and to make whatever recommendations are necessary to insure the health, welfare and quality of life of our residents; said committee to consist of not less than five (5) members qualified to study and analyze electromagnetic radiation and its effects and shall report its findings to the 1993 Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to establish an Electromagnetic Radiation Study Committee; said committee to determine the distribution and intensity levels of the various types of electromagnetic radiation presently existing within the Town and to make whatever recommendations are necessary to insure the health, welfare and quality of life of our residents; said committee to consist of not less than five (5) members qualified to study and analyze electromagnetic

radiation and its effects and shall report its findings to the 1993 Annual Town Meeting or sooner.

A motion to amend was offered by Mr. Irwin Silverstein by adding thereto;

and to amend the General By-Laws by adding a new Section 3.8 Antennae 3.8.1 Until such time as the Electromagnetic Radiation Study Committee presents its findings to the 1993 Annual Town Meeting or sooner, there shall be in effect a moratorium on the construction or any new commercial antennae in the Town.

Mr. Charles S. Sahagian, resident, addressed this proposal. He stated that electromagnetic pollution is a fact of our times and Needham is experiencing increased electromagnetic radiation exposure. He expressed concern that there needs to be a mechanism in place to address these issues and urged support of this proposal.

Mr. Silversterin addressed his amendment explaining that Needham has the highest concentration of towers in the country and he proposes a moratorium on the installation/construction of antennae until the proposed study committee comes up with some answers.

Mr. David S. Tobin, Town Counsel, expressed concern that the moratorium on antennae is very broad and could effect every construction business, taxi, or other small business that wants communication equipment. He urged defeat of the amendment.

Mr. Eric W. Fleming suggested that there is no proof of hazardous effects from antennas and perhaps this proposal is an attempt to prevent the installation of two antennas on the water towers.

Mr. John D. Genova, Town Meeting Member and Scientist, advised that he works with electromagnetics and is concerned that this proposal assumes the negative. He noted that the sun is the principal source of electromagnetic radiation and produces 135,000 microwatts of electromagnetic radiation per square centimeter. He urged defeat of this proposal.

A second main motion under Article 53 was offered by Mr. John D. Genova to be considered as an alternative to the main affirmative motion of Mrs. Carleton to authorize the Board of Selectmen to establish a Physical and Biological Sciences Study Committee; said committee at the request of the town meeting or various boards to conduct literature reviews of authoritative publications; prepare reports for the education of the town; make recommendations on town science policy and future studies. The committee shall consist of not less than five (5) members with advanced degrees in physics, chemistry or biology. Individuals with degrees in engineering, teaching or medicine would be eligible for membership once the core committee is formed.

Mrs. Cynthia Conturie, also a Town Meeting Member and Scientist, urged support of Article 53.

Mrs. Sally B. Davis, Chairman, advised Town Meeting that the Board of Selectmen is not proceeding with the installation of the NYNEX and Cellular One communications antenna atop the Birds Hill water tower.

A motion to move the previous question was offered by Mr. Thomas M. Alpert. The motion was presented and carried by voice vote.

Mr. Silverstein's motion to amend was presented, but it failed to pass by voice vote.

ACTION: Mrs. Carleton's main motion was presented, but it failed to pass by voice vote. Mr. Genova's second main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was

again presented and it carried by a count of hands. The hand count was Yes 124 - No 89.

A motion to reconsider Article 53 was offered by Mr. Paul J. Durda. He suggested that he, too, is a Scientist, and it appears a little ridiculous to select only those individuals for the committee who have PhDs.

Mr. J. Darrison Sillesky suggested that the word "advanced" as it pertains to degrees in the motion is not defined and is broad enough to remain as stated.

After a brief discussion, Mr. Lee B. Manning moved the previous question on the motion to reconsider. The motion was presented and carried by voice vote.

Mr. Durda's motion to reconsider was presented, but it failed to pass by voice vote.

A motion to divide the motion to reconsider was offered by Mr. Thomas M. Alpert.

After a lengthy discussion, Mr. Lee B. Manning moved the previous question. The motion was presented and carried by voice vote.

Mr. Durda's motion to reconsider was presented, but it failed to pass by voice vote.

The Moderator recognized that there was a request to divide the motion. The motion to divide was presented, but it failed to pass by a count of hands. The hand count was Yes 49 - No 139.

VOTED: That the Town authorize the Board of Selectmen to establish a Physical and Biological Sciences Study Committee; said committee at the request of the town meeting or various boards to conduct literature reviews of authoritative publications; prepare reports for the education of the town; make recommendations on town science policy and future studies. The committee shall consist of not less than five (5) members with advanced degrees in physics, chemistry or biology. Individuals with degrees in engineering, teaching or medicine would be eligible for membership once the core committee is formed.

ARTICLES 54, 55, and 56 were unanimously adopted on May 4, 1992.

# ARTICLE 57: CONTINUE ADVISORY COMMITTEE ON THE FEASIBILITY OF RETURNING MENTALLY HANDICAPPED CHILDREN TO THE NEEDHAM SCHOOL SYSTEM

To see if the Town will vote to continue the Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System, as originally established by vote under Article 45 of the 1990 Annual Town Meeting. Said Committee to study and make recommendations about the feasibility of returning to the Needham School system those mentally handicapped children whose parents wish them to attend school in Needham; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town will vote to continue the Advisory Committee on the Feasibility of Returning Mentally Handicapped Children to the Needham School System, as originally established by vote under Article 45 of the 1990 Annual Town Meeting. Said Committee to study and make recommendations about the feasibility of returning to the Needham School system those mentally handicapped children whose parents wish them to attend school in Needham; and report its recommendations to the next Annual Town Meeting or sooner.

Dr. Cathy L. Livingston, Acting Chairman, addressed this proposal on behalf of the majority of the Committee members. She advised that the Committee was convened in the Fall of 1991 and was unable to reach a decision by the deadline of the first monday in February for the submission of Warrant Articles for the 1992 Annual Town Meeting. The Committee learned that Chapter 766 determines the guidelines and procedures that the School Department must follow in placing children with special needs. The Committee voted 5 to 1 (with one member absent) in favor of recommending that the committee be discharged of its duties

Mrs. Joan D'Arcy Sheridan urged Town Meeting not to disband this Committee. She advised that the Committee only had two meetings. Mrs. Sheridan showed a video tape in support of her request.

Speaking in favor of continuation were Mary J. P. O'Brien and Bonnie Jean Tower. Mr. James Hugh Powers advised that the existing laws place this matter completely under the direction of the School Committee.

A motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but it failed to pass by voice vote.

## ARTICLE 58: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 46 of the 1991 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 46 of the 1991 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried by voice vote.

### ARTICLE 59: WEST STREET TRAFFIC ENFORCEMENT (CITIZENS' PETITION)

To see if the Town will vote to have the Board of Selectmen of the Town of Needham take necessary action relative to the posting of enforceable 30 mile per hour speed limitations on West Street in the Town of Needham; or take any other action relative thereto.

MOVED: That the Town have the Board of Selectmen of the Town of Needham take necessary action relative to the posting of enforceable 30 mile per hour speed limitations on West Street in the Town of Needham.

Mr. John F. Whalen, Jr. addressed this citizens' petition. He urged support of this article for the safe and reasonable speed in the Town of Needham. He advised that he has resided on West Street since 1973 and the traffic speeds have become unbearable. He noted that residents on West Street share his concern.

In response to an inquiry from Mr. Paul J. Durda, Lt. Paul Hunt advised that the speed limit in a residential area is 30 miles per hour.

Unanimous consent was given to allow Mr. David Greenwood, Town Engineer and non-resident, to address Town Meeting. Mr. Greenwood advised that the town must go to the State and the speed limit would be posted only if the limit is higher than 30 miles per hour which is the legal speed limit in a residential area.

Mr. Whalen advised that he had three traffic tests conducted on West Street and the average speed was 70 miles per hour. He suggested that it would take some enforcement to bring the limit back in line.

Mr. Peter B. Johnson questioned why the police did not just arrest those individuals who are going 70 miles per hour in a 30 mile per hour zone.

Mrs. Marcia M. Carleton, Selectman, advised that the Police Department is enforcing the area and had given 110 citations last year. She explained that the Board of Selectmen is working on this matter, but they are not allowed to post a 30 miles per hour limit and do not want to post at a higher limit.

A motion to move the previous question was offered by Mr. John J. Ryan. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was presented again, but it failed to pass by voice vote.

#### ARTICLE 60: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available fund, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the forgoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

MOVED: Under Article 60, Mr. Jeffrey Kleiman offered the following motion:

To request the Board of Selectmen to establish a committee to organize and run a fundraiser to help defray the cost of the new ambulance and fire truck; any monies raised would be utilized to either pay off the indebtedness sooner, or lessen the final borrowed

ACTION: The motion was presented, but it failed to pass by voice vote.

MOVED: Under Article 60, Mr. Robert G. Carleton offered the following motion:

That the Town Meeting expresses its appreciation to the committee formed as an "Advisory Committee on Feasibility of Returning Mentally Handicapped Children to Needham School System" for the expeditious and honest way the committee discharged its duties and thank them for not making an additional overseer where their best judgement indicated that none was needed.

ACTION: Mr. Carleton's motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion was presented for a third time and it carried by a count of hands. The hand count was Yes 86 - No 69.

Under Article 60, Mr. Charles F. C. Henderson offered the following Resolution:

WHEREAS: Beth Rich has efficiently and effectively served the Town of Needham at the Needham Free Public

of Needham at the Needham Free Public Library since September, 1969 in succession as Reference Librarian, Assistant Director, and Director

WHEREAS: During her tenure as Director she ably led the Library through the most serious financial threats to its existence

since its founding over 100 years ago

WHEREAS: Throughout the period she maintained: the respect and the goodwill of its patrons the admiration of its Trustees and the efficiency and affection of its Staff

NOW, THEREFORE, Be it resolved by this body that the Annual Town Meeting honor her for her dedication to the Town and the Library.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 60, the following motion was offered by Mrs. Cynthia Conturie:

That the Town create an Environmental Zoning Committee to study the possibility of placing all of the wells in Needham in Aguifer Protection Zones. This committee would also study the possibility of phasing in Environmental Zoning in the vicinity of town properties that are not securely situated in residential zones. Said Committee shall be made of five members, two of whom shall be appointed by the Town Moderator, two of whom shall be appointed by the Board of Selectmen, and one of whom shall be appointed by the Planning Board.

Mrs. Conturie addressed her proposal indicating that we should plan ahead to protect our Town assets from future spills, instead of reacting in panic mode to the discovery of contamination. She noted that Needham has 16 toxic waste sites now, two of which are priority sites, one of which is an elementary school, and twenty-two suspected toxic waste sites.

In response to Mrs. Conturie's description and slide of Needham wells, Mr. John D. Marr, Jr., Selectmen and former Town Engineer, advised that the Town operates two out of three wells at the Charles River Street/Winding River Road area. The two wells near the Department of Public Works are not in use at this time and the four wells in Cutler Park behind the Industrial Center are currently being tested. Mr. Marr was not familiar with the well in Precinct A.

Mrs. Conturie stated that Needham is fortunate to have an excellent and conscientious Water Division manager in Bruce Nagler who has won awards for his meticulous management of the town's wells and we owe it to him to make his job of providing us with clean water easier by protecting our wells from future toxic spills.

After a brief discussion, Mr. John F. Milligan moved the previous question. The motion was presented and carried unanimously by voice vote.

ACTION: Mrs. Conturie's motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and it carried by a count of hands. The hand count was Yes 100 - No 68.

OVED: Under Article 60, the following	g motion to amen	d was offered	<u>FINANCE</u>	
y Mrs. Sally B. Davis:			ASSESSORS:	
That the main amended	motion under A	Article 24 be	201. Salaries	181,19
mended as follows:	monon one.	Milion B. oc	202. Purchase of service	35,92
Helided as follows.			203. Expenses	9,99
ine Item	From	<u>To</u>	204. Capital Outlay	2,50
12 Finance Committee, Reserve	\$490,734. \$70,859.	\$489,574. \$71,532	FINANCE DEPARTMENT: 205. Salaries	510.69
06 Salaries, Town Clerk's Office	*	\$71,532. \$45,403	206. Purchase of Service	
10 Salaries, Board of Registrars	\$45,006.	<b>\$</b> 45,493.		444,13
			207. Expenses	68,09
CTION: Mrs. Davis's motion to ame	end was presented	d and carried	208. Capital Outlay 209. Travel Out of State	8.5
animously by voice vote.			207. Haver Out of State	
OTED: That the Town raise and approp	oriate for the nece	ssary charges	FINANCE COMMITTEE:	
nd expenses as follows:			210. Salaries	12,15
			211. Expenses	50
OWNWIDE EXPENSES:			212. Reserve Fund	489,5
010. Street lighting		\$378,000.	CONTRIBUTORY RETIREMENT:	
11. Garbage collection		96,000.	213. Salaries	40,94
12. Insurance, general		547,470.	214. Purchase of service	1,2
13. Health insurance		3,980,000.	215. Expenses	2,1
14. Worker's compensation		487,600.	aro. Emperior	2,1
15. Prop. self insurance		12,000.	EDUCATION:	
16. Unif. serv. self insurance		92,900.	301. Salaries	16,322,7
17. Unemployment compensation		30,000.	302. Administration	82,5
8. Maturing bonds		829,944.	303. Instruction	769,9
(raised by transfer of \$5,0	000 from the sale		304. Other School Services	95,8
assets, and the balance of			305. Transportation	491,5
current tax levy.)	1 \$024,744. HOIII	dic.	306. Operation/Maintenance	931,1
9. Bond interest		186,647.	307. Community Service	66,6
20. Contributory retirement		2,892,323.	308. Fixed assets	00,0
21. Chapter 32 retirement		210,000.	309. Tuitions	957,6
22. MWRA sewer assessment		3,452,000.	310. Travel out of state	737,0
23. MWRA water assessment		93,703.	311. Capital Outlay	
24. Minuteman Voc. assessment		487,324.	311. Capital Odday	
25. Commuter Parking		85,000.	TOTAL: EDUCATION	\$19,718,0
(Raised by MBTA comm	uter receipts)	,	PUBLIC SAFETY	, , , , , ,
ENERAL GOVERNMENT			TOBER SALEII	
			POLICE:	• • • • •
OARD OF SELECTMEN:		****	401. Salaries - regular	2,004,6
01. Salaries		\$290,189.	(raised by transfer of \$2	
02. Purchase of Service		153,708.	_	the balance of \$1,984,629.
03. Expenses		20,750.	from the current tax levy	
04. Capital Outlay		5,000.	402. Salaries - overtime	321,1
05. Travel Out of State		600.	403. Purchase of Service	70,7
OWN CLERK:			404. Expenses	148,4 87,5
		71 522	405. Capital Outlay	
06. Salaries		71,532.	(raised by transfer of \$7	
07. Purchase of service		2,716.	Stabilization Fund and t	
08. Expenses 09. Travel Out of State		1,900. 55.	from the current tax lev 406. Travel Out of State	'y.) 5
OARD OF REGISTRARS:		45 400	FIRE:	0.500.5
10. Salaries		45,493.	407. Salaries - regular	2,502,5
11. Purchase of service		20,100.	408. Salaries - overtime	445,0
12. Expenses		1,510.	409. Purchase of service	98,4
13. Tellers & Canvassers		17,250.	410. Expenses	150,8
14. Capital Outlay		0.	411. Capital Outlay	
ECAT.			412. Out of State Travel	1,4
EGAL:		4	413. Education/Career incentive	33,5
15. Salaries		44,070.	414. In-service training	97,0
16. Purchase of Service		88,000.	415. Salaries O/T Alarm Div.	10,0
17. Expenses		1,180.		
			CIVIL DEFENSE:	
ERSONNEL BOARD: 18. Salaries		1,046.	416. Salaries 417. Expenses	3,0 15,0

	Capital Outlay	0.	CONSERVATION COMMISSION:	
RITT	DING:		705. Salaries	6,184.
	Salaries	120 442	706. Purchase of Service	3,429.
	Purchase of service	139,443.	707. Expenses	1,150.
	Expenses	880.	708. Capital Outlay	0.
	Capital Outlay	3,325.	BOARD OF ARREAT C.	
422.	Capital Odday	2,000.	BOARD OF APPEALS:	6 100
CTC A 1	ED OF WEICHTS & MEASIDES.		709. Salaries	5,100.
	LER OF WEIGHTS & MEASURES:	<b>-</b>	710. Expenses	3,100.
	Salaries	7,434.	711. Capital Outlay	0.
	Expenses	1,902.		
425.	Purchase of service	0.	HISTORICAL COMMISSION: 712. Expenses	513.
PUBI	JC FACILITIES			313.
PUBI	LIC WORKS:		CULTURAL AND LEISURE SERVICES	
501.	Salaries	2,500,079.	LIBRARY:	
	(Raised by transfer of \$25,000. from the		801. Salaries	524,992.
	Parking Meter Fund and the balance of		(Raised by transfer of \$27,300. from the	
	\$2,475,079. from the current tax levy.)		Stabilization Fund, and the balance of \$497	.692.
502.	Purchase of Service	1,433,250.	from the current tax levy.)	,
	Expenses	468,080.	802. Purchase of Service	69,725.
	Capital Outlay	359,186.	803. Books & Periodicals	90,025.
J-0-4.	(raised by transfer of \$359,186. from the	337,100.		90,023.
			(Raised by transfer of \$7,436. from the	
505	Stabilization Fund.)	600	Stabilization Fund and the balance of	
	Travel Out of State	200.	\$82,589. from the current tax levy.)	
	Snow & Emergency Salary	60,000.	804. Expenses	16.650.
507.	Snow & Emergency Expenses	90,000.	805. Capital Outlay	0.
	(raised by transfer of \$90,000. from the		806. Travel Out of State	0.
	Stabilization Fund.)			
			PARK & RECREATION:	
HUM	AN SERVICES		807. Salaries	242,687.
			808. Expenses	25,489.
DO A	RD OF HEALTH:		809. Purchase of Service	23,416.
DUA				,
	Salaries .	195,616.	810. Capital Outlay	0.
601.		195,616. 81,641	810. Capital Outlay	0.
601. 602	Purchase of service	81,641.		0.
601. 602 603.	Purchase of service Expenses	81,641. 9,750.	MEMORIAL PARK:	
601. 602 603. 604.	Purchase of service	81,641.		615. 0.
601. 602 603. 604. 605.	Purchase of service Expenses Capital Outlay Travel Out of State	81,641. 9,750. 0.	MEMORIAL PARK: 811. Expenses	615.
601. 602 603. 604. 605.	Purchase of service Expenses Capital Outlay Travel Out of State ERANS' SERVICES:	81,641. 9,750. 0. 0.	MEMORIAL PARK: 811. Expenses	615.
601. 602 603. 604. 605.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries	81,641. 9,750. 0.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay	615.
601. 602 603. 604. 605.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31	81,641. 9,750. 0. 0.	MEMORIAL PARK: 811. Expenses	615.
601. 602 603. 604. 605. VETI 606.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)	81,641. 9,750. 0. 0.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame	615. 0. and was offered
601. 602 603. 604. 605. VETI 606.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)  Expenses	81,641. 9,750. 0. 0. 41,193. 41,193.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and	615. 0.  nd was offered
601. 602 603. 604. 605. VETI 606.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.) Expenses Benefits	81,641. 9,750. 0. 0. 41,193. 41,193. 3,200. 41,610.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and funds for the purpose of capital improvement to any School	615. 0.  nd was offered /or transfer of bol Department
601. 602 603. 604. 605. VETI 606.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)  Expenses	81,641. 9,750. 0. 0. 41,193. 41,193.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and funds for the purpose of capital improvement to any Scholar Building be placed in the Town Warrant until the present	615. 0.  nd was offered  /or transfer of pol Department natation (by the
601. 602 603. 604. 605. VETI 606.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)  Expenses Benefits Expenses - Parking Clerk	81,641. 9,750. 0. 0. 41,193. 41,193. 3,200. 41,610.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and funds for the purpose of capital improvement to any Schol Building be placed in the Town Warrant until the preser School Department) of a Master Capital Improvement	615. 0.  nd was offered  /or transfer of hol Department thation (by the Plan for all
601. 602 603. 604. 605. VETI 606.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)  Expenses Benefits Expenses - Parking Clerk  TH COMMISSION:	81,641. 9,750. 0. 0. 41,193. 41,193. 3,200. 41,610. 2,675.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and funds for the purpose of capital improvement to any Schol Building be placed in the Town Warrant until the preser School Department) of a Master Capital Improvement buildings under School Department control to Town Motion 1.	615. 0.  nd was offered  for transfer of hol Department thation (by the Plan for all leeting and the
601. 602 603. 604. 605. VETI 606. 607. 608. 609.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)  Expenses Benefits Expenses - Parking Clerk  TH COMMISSION: Salaries	81,641. 9,750. 0. 0. 41,193. 41,193. 3,200. 41,610. 2,675.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and funds for the purpose of capital improvement to any Schol Building be placed in the Town Warrant until the preser School Department) of a Master Capital Improvement buildings under School Department control to Town Mapproval by Town Meeting of the Plan. Said Mapproval	ond was offered  for transfer of the plan for all the pla
601. 602 603. 604. 605. VETI 606. 607. 608. 609. YOU 610. 611.	Purchase of service Expenses Capital Outlay Travel Out of State  ERANS' SERVICES: Salaries  (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$31 from the current tax levy.)  Expenses Benefits Expenses - Parking Clerk  TH COMMISSION: Salaries Expenses	81,641. 9,750. 0. 0. 41,193. 41,193. 3,200. 41,610. 2,675. 79,390. 2,270.	MEMORIAL PARK: 811. Expenses 812. Capital Outlay  MOVED: Under Article 60, the following motion to ame by Mr. William A. Zoppo:  That no article authorizing borrowing and funds for the purpose of capital improvement to any Schol Building be placed in the Town Warrant until the presenses School Department) of a Master Capital Improvement buildings under School Department control to Town Mapproval by Town Meeting of the Plan. Said Mapproval by Town Meeting of the Plan. Said Mapprovement Plan shall detail by building the propose	for transfer of the color of transfer of the color of the
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Mr. Davis S. Tobin, Town Counsel, expressed concern with this proposal in relation to bonding.

A motion to amend was offered by Mrs. Jane A. Howard that the first word in the second paragraph "Said" be deleted and the following words added to the beginning of the second paragraph "It is resolved that a".

Mr. Tobin concurred that a resolution would be acceptable, however, last year the General By-Laws were amended to create a Capital Improvement Plan.

A motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried unanimously by voice vote.

Mrs. Howard's motion to amend was presented, but it failed to pass by voice vote.

ACTION: Mr. Zoppo's motion was presented, but it failed to pass by voice vote.

MOVED: Under Article 60, the following motion was offered by Mr. Eric W. Fleming:

That the Town establish a study committee to consider whether the position of Town Clerk ought to be appointed rather than elected, and to report its findings and recommendations to the next annual Town Meeting or sooner.

Said committee to consist of five (5) members selected as follows: one by the Board of Selectmen, one by the Personnel Board, one by the League of Women Voters, and two current or former Town Meeting members by the Moderator.

Mr. James Hugh Powers opposed the motion. He advised that the Town Clerk is the Chief Election Official of the Town and because of the nature of those duties should continue to be elected and not under the influence of the appointing authority.

ACTION: Mr. Fleming's motion was presented, but it failed to pass by voice vote.

MOVED: Under Article 60, the following Resolution was offered by Mrs. Sally B. Davis on behalf of the Needham Board of Selectmen.

BE IT RESOLVED by the Board of Selectmen and by the Town Meeting Members on this day, May 18, 1992 to join the MWRA Advisory Board in its effort to have legislation passed that will provide ratepayer relief and alternative state and federal funding for the 60 MWRA sewer and water communities.

Furthermore that the Board of Selectmen urge that the Governor of Massachusetts urge our Congressmen, Senators, and President Bush to significantly increase the amount of federal funds to assist in the Boston Harbor Cleanup to ease the staggering burden placed upon the ratepayers within the MWRA District.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

At this time the Moderator expressed his appreciation to the many people who have served on committees and as Town Meeting Members. Mr. James Hugh Powers and Mrs. Sally B. Davis congratulated our Moderator, Mr. Richard P. Melick, on his 31st year as Needham's Town Moderator and presented him with a certificate of congratulations signed by all the Town Meeting Members and a mirror

framed with a picture of the Needham Town Hall. Mr. Melick noted that he has mentioned in the past the length of years moderators throughout the Commonwealth have served in towns with Open Town Meeting and would like Town Meeting Members to know that he has served longer than any other Moderator in towns with Representative Town Meeting.

MOVED: Under Article 60, the following Proclamation was offered by Mrs. A. Fay Remnitz, Mary T. Riddell, Elizabeth B. Kloss, and Maureen T. McCaffrey:

#### **PROCLAMATION**

"THE MOTTO OF LIFE IS 'GIVE AND TAKE'
EVERYONE MUST BE BOTH A GIVER AND A RECEIVER
HE WHO IS NOT BOTH IS A BARREN TREE."

#### -Martin Burker in Tales of the Hasidim

WHEREAS, Volunteers are to society what the Bill of Rights is to the Constitution; and

WHEREAS. The health of a democratic society may be measured in terms of the quality of service rendered by its citizens who act in "obedience to the unenforceable" (Eduard C. Linderman, The Volunteer; and

WHEREAS, Countless Needham residents volunteer their valuable time to making Needham government work and work well; and

WHEREAS, Town Boards, Committees, Sub-Committees, Commissions, Town Meeting Moderator and Town Meeting Members dedicate many hours to serving the residents of Needham; and

WHEREAS, The LEAGUE OF WOMEN VOTERS OF NEEDHAM salutes the invaluable service of these individuals and their time commitment to making Needham a better place in which to live,

NOW, THEREFORE, BE IT RESOLVED that the Needham Town Meeting proclaim Monday, May 18, 1992, as "Salute to Volunteers' Day".

ACTION: Said Proclamation was presented and carried unanimously by voice vote.

At 12:30 A.M. Mrs. Sally B. David moved that this Annual Town Meeting be dissolved in memory of Mr. Morris Smith, former Town Meeting Member and long-time Needham volunteer to many local groups and organizations. The motion was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC, Town Clerk

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